The CEAP Leadership Council met on Wednesday, June 8, 2011 at 10:00 a.m. in Killian 218.


Members absent: M. Karvonen; G. Ayuninjam;

Others present: J. Stewart

Minutes: Motion and second to approve the minutes dated 5/18/2011 with date updates was passed unanimously.

Announcements

I. Announcements

Perry and the Leadership Council offered their sincere thanks to David Claxton and Meagan Karvonen for their service as Interim Department Heads over the last year.

Renee announced that assessment plans are due to the Office of Institutional Effectiveness by 6/15.

Renee also announced that the NCTQ documentation has been forwarded to the university legal counsel. There were a total of over 1300 pages. Renee expressed her thanks to everyone who contributed to this project. Through the course of this process a new policy for public records requests has been developed and will be applied in this instance. Renee estimated the down payment requested prior to delivery at around $3900. The college should receive this money.

II. Dean's Report

Council of Deans

Perry passed on the following items from the Council of Deans Meeting:

- The Provost has been meeting with the University Program Prioritization committee and has determined that all of the colleges used vastly different methods when completing the prioritization process. Therefore, the Provost has asked that all colleges divide their programs into 3 tiers. As CEAP has already completed a majority this task, Perry will be turning our results over to the Provost soon.
- Perry reviewed a new APR policy regarding Conflict of Interest between students and faculty or staff.
- Liability Insurance for interns is offered through the university at an affordable rate.
- Liberal Studies seat availability: Admissions is attempting to keep the incoming class for the fall of 2011 to 1450 students. Perry reviewed the numbers of seats that are currently available for liberal studies classes with the Council.
- The Council of Deans will be working on Distance Learning funds at the next meeting.
The legislature has decided on a 4 year phase out of the Teaching Fellows Program.

III. Business Items

Program Prioritization-Programs Not Yet Tiered
- The council reviewed programs whose tier assignments were not readily apparent during the Program Prioritization process. The council’s findings today will be aggregated with the findings from the initial process.

Teacher Quality Research Meeting/Chapel Hill
- June 21/22 – UNC Chapel Hill/Center for School Leadership
- Perry announced the opportunity for two outstanding faculty members to be ambassadors for WCU at the UNC’s Center for School Leadership. The department heads were asked to make recommendations to the Dean’s Office as soon as possible.

Pre-approval of Travel
- The Provost’s office has rejected some of our travel forms due to lack of processing time. Perry reminded the council that travel forms must be submitted with adequate time to be processed through the Dean’s Office and the Provost's Office.

International Programs
- Dan will be resending a table of acceptable course offerings for international students to the department heads this week. He asked that the departments review the table and return it to him so that he can return it to International Studies.

Curriculum
- Ann Green has asked for verification of total hours in majors, minors or degrees and programs that became inactive by Friday, June 10.
- Curriculum information can be found at H:\Curriculum\Approved Curriculum\College of Education and Psychology\2010-11 Curric approvals
- Ann Green has asked to have this information by Friday.

Task List Status Report
- Dispositions Policy
- Field Placement Guidelines
- Faculty Load Re: Visiting Intern Is and IIs
- Program Admission Requirements Review
- Review completed by August 2nd

*Handouts-sent electronically*

IV. Important Dates

College Meeting, Wednesday, August 17, 2011, 10:00 AM

Leadership Council Meetings
- Wednesday, June 8, 2011, 9:00 AM
- Wednesday, July 20, 2011, 9:00 AM
- Wednesday, August 24, 2011, 9:00 AM
- Wednesday, September 28, 2011, 9:00 AM
- Wednesday, October 26, 2011, 9:00 AM
- Wednesday, November 30, 2011, 9:00 AM
- Wednesday, January 11, 2012, 9:00 AM
- Friday, July 1, 2011, 9:00 AM
- Wednesday, August 10, 2011, 9:00 AM
- Wednesday, September 7, 2011, 9:00AM
- Wednesday, October 12, 2011, 9:00 AM
- Wednesday, November 9, 2011, 9:00 AM
- Wednesday, December 14, 2011, 9:00 AM
- Wednesday, January 25, 2012, 9:00 AM
Dean Schoon adjourned the meeting at approximately 12:30pm.