College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Wednesday, June 20, 2012, at 9:00 a.m. in Killian 202.


Members absent: B. Lawrence, J. Smith

Others present: M. Rompf

Minutes: Motion and second to approve the minutes dated 5/23/2012 passed unanimously.

Announcements
Lee asked council members to submit college news for posting on the hall monitors.

Dee updated the Council on the status of searches within the School of Teaching and Learning. Holly Pinter has been hired in one of the fixed term positions. A second candidate interviewed yesterday for Director of the Office of Field Experiences and two candidates interviewed for the open SPA position. Two of three additional fixed term searches have been posted for recruitment.

Lee announced that KL102 should be up running in the next few weeks. Lee suggested that the room be used to view the Olympics during lunch times. KL105 furniture has arrived. Stop by to see the new student commons area. Janice has gathered supplies and professional journals which will be made available for student use. Dale B. mentioned including a suggestion box in the commons.

Business Items

CEAP Faculty Load Policy
Dan
APR 12 is under review by the Provost Office in response to a General Administration inquiry. This was discussed at the last Associate Deans’ Council and by the Council of Deans. The Provost Office has asked colleges to provide documentation as to how load is handled and reviewed by the College. Dan will review Leadership Council minutes, DCRDs and talk with department heads to draft a document reflective of what we do in CEAP. David recommended that language be incorporated in the document which includes what faculty do in addition to teaching, such as time spent maintaining currency of pedagogical content knowledge.

Funding Requests to Rate *
Lee
Lee brought recent funding requests to the Council and asked the Council to prioritize the requests. The purpose of the database is to have a running college list of supplies/items needed within the College as funds become available. The Council discussed E & T items, purchasing of blinds for the building and the possibility of refurbishing classrooms (one per year).

The Council agreed to the following rating:
Mannequins – high (instructional, E & T)
Buttons – high (instructional, E &T)
Window Shades for classrooms– high (impact on instruction)
Wireless microphone with ceiling speakers – KL107 – high (support for larger classrooms)

Policies on Killian 105
Lee
Lee asked the Council to consider policies for usage of KL105. The initial intent of the room is that it be only for student use with the goal of impacting retention and engineering culture. The Council discussed having a no class/no meeting rule for the room. It was suggested that possibly a graduate student, WHEE teach student or Teaching Fellow may provide infrequent professional development opportunities for students; however, any/all students would still be allowed to use the room at any time. Policy/usage signage will be posted within the room.

Old Furniture in Killian 102
Lee
There are some older furnishings remaining from KL102 which are available. The chairs will be used in classrooms. The older tables will be sent to surplus.

Unit Updates
Council Members
Council wished Perry, Dee and Brian well in their new endeavors.

Task List Status Report
Conversion of KL 222 to STEM Presentation & Classroom  Perry/Terry
New storage cabinets, sink and counter top have been installed. Additional updates may be explored by the Council at a later date. Remove from task list.
Summer College-wide Website Template Update  All
This has been completed. Remove from task list.

Important Dates
CEAP Opening Semester Meeting, KL 102 Wednesday, August 15, 2012, 1:00 PM

Leadership Council Meetings
Wednesday, June 20, 2012, 9:00 AM  Wednesday, July 11, 2012, 9:00 AM
Wednesday, July 25, 2012, 9:00 AM  Wednesday, August 8, 2012, 9:00 AM

Dean Schoon adjourned the meeting at approximately 10:30 am.