College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Wednesday, September 8, 2010 at 10:00 a.m. in Killian 218.

Members present: D. Brotherton, R. Corbin, D. Claxton, E. Franklin, D. Grube, J. Holt, M. Karvonen, D. McCord, W.D. Nichols, L. Nickles, P. Schoon, J. Smith

Members absent: G. Ayuninjam

Others present: M. Rompf

Minutes Motion and second to approve the minutes of the August 25, 2010 meeting. Motion passed.

Announcements

Perry presented the Dean's Over and Above award to Heath Nettles for his exemplary work setting up the CEAP face book page and stepping up to fulfill recruitment responsibilities on behalf of the college.

Perry announced that International Programs will have upcoming opportunities available to the college. CEAP will form an International Advisory Committee comprised of a faculty member from each department. The purpose of the committee is to assist in setting directions for study abroad programs and to develop CEAP's strategic plan for globalization of programs.

Meagan reminded the council that Carol Ann Tomlinson, a nationally recognized scholar from UVA, will speak at FPAC on September 30th and conduct a workshop with beginning teachers on the 31st. She is well known for her work with differentiated instruction. This event is sponsored by the ELF, SUTEP, CEAP and the Provost Office.

Jackie announced that Jennifer Facciolini, North Carolina's Teacher of the Year, will be on campus on October 28th. Jennifer will address teacher education students in the new conference center in Blue Ridge Hall.

WCU Teaching Fellows will host a Sophomore Leadership Conference at NCCAT on January 7-8, 2011. Several other UNC Teaching Fellows campuses will attend the conference: Appalachian, NC-Central, Queens, Pembroke, UNC-Greensboro, Lenoir Rhyne, UNC-Wilmington and East Carolina University.

David announced that Hal Herzog's new book, *Some We Love Some We Hate Some We Eat*, was released yesterday. It is already ranked 8th in book sales on the Canadian market and is also a Parade's Pick. David highly recommends this book as a great read.

Lee told the Council that the CEAP folder on the share drive is quite full. Units are asked to evaluate and remove old files, as appropriate.

Sample pins for the admittance ceremony to the College of Education and Allied Professions were viewed by the Council. Members agreed that a college pin with the program name as an attachment would be appropriate to give to newly admitted students.

Dean's Report

Council of Deans Update-

- Colleges will be assessed a $16 fee per computer on inventory in the college. This will include computer labs. Fees will be assessed at the end of October or early November. This will be a recurring cost to units.
- The revised mobile device policy will soon be released to campus. Connection to the server (push service) will require an initial setup fee of $99.00 fee and an annual fee of $50. The College will develop a policy regarding eligibility and payment.

Theme Discussion

Program Prioritization

Perry began the discussion by stating the process for program prioritization will be open and will incorporate faculty input. Program Prioritization will change the way the College does business and will result in the development of the master strategic plan for the College. Perry reviewed a "draft" criteria template for program prioritization with council members. This information will be presented at the college-wide meeting on September 17th. The guiding principles for the process will include: transparency, collaboratively developed study criteria, consistency applied across programs, a demand component, and data based on both qualitative and quantitative data.

Action Items:

1. Departments/units are asked to 1) review and define programs in their department; programs are considered anything that takes a resource and 2) identify courses that may not be associated with a program; liberal studies courses.
2. Department heads will hold department faculty discussions following the September 17th faculty meeting. Feedback to the Dean is due by Monday, October 11th.
3. Weights of measurement (ratings of criteria) will be determined following the feedback process. Rating system recommendations are due to the Dean by Monday, October 11th.
4. Formation of the Advisory Task Force for Program Prioritization – the council discussed that the membership of this body will be comprised of department faculty members. The department heads will propose a task force membership list to the Dean which is due September 24th.
5. Perry will provide a tangible outline of the process to the faculty on September 17th.

Once criteria are established and program information is submitted. The review process will be conducted by three independent entities: 1) the Advisory Task Force for Program Prioritization, 2) the CEAP Leadership Council and 3) the Dean.

Perry noted that program review is typically thought of as a self-study to identify program strengths and weaknesses, used for program improvement and generally does not affect funding. Program prioritization is different in that the intended outcome is to realign the strategic goals of the College.

The overall timeline to complete the process is geared to a March completion date. The date is subject to change based on economics.

Business Items Council Members

Because of time, the following business items will be discussed at the next Leadership Council meeting.

Dean's Club	David C.
Use of KL 107/Graduate Assistants	Perry
Travel	Perry

State rate
Distance Learning requires approval of dean – internal policy

New Advising Process for Education Majors	David

- *How are students assigned a departmental advisor in addition to Kurt?*

Academic Policies	Dan

- *Grade Change, Incomplete, Withdrawal, Unregistered Students, Waivers*

Task List Status Report

Dispositions Policy	Dan
Field Placement Guidelines	Gwendoline
Faculty Load Re: Visiting Intern Is and IIs	Department Heads
Program Admission Requirements Review	Dan/Dept Heads

- Review completed by August 2nd

**Handouts-sent electronically*

Important Dates

September 30, 2010, 7:00 PM, FPAC	Carol Ann Tomlinson Visit to WCU
September 30, 2010	Tuition Differential Recommendations due to Provost
October 28, 2010, Blue Ridge Hall	NC Teacher of the Year
January 7-8, NCCAT	Teaching Fellows/Sophomore Leadership Conference

College Meetings:

Friday, September 17, 2010, 9:00 AM, KL 104	CEAP College Meeting
Friday, October 22, 2010, 1:00 PM, KL 104	CEAP College Meeting
Monday, November 15, 2010, 11:00 AM, KL 104	CEAP College Meeting

TPR Dates:

October 28, 2010	Tenure/Promotion Files Due to Dean
November 1, 2010	2nd YR Reappointment Files Due to Dean
November 18, 2010	Tenure/Promotion Files Due to Provost
November 23, 2010	2nd YR Reappointment Files Due to Provost
December 10, 2010	3-5 YR Reappointment Files Due to Dean
February 1, 2011	3-5 YR Reappointment Files Due to Provost
February 7, 2011	1st YR Reappointment Files Due to Dean
February 7, 2011	PTR Files Due to Dean
February 21, 2011	1st YR Reappointment Files to the Provost
February 21, 2011	PTR AA12 Due to Provost

10-11 Leadership Council Dates:

Wednesday, September 8, 2010, 10:00 AM	Wednesday, September 22, 2010, 9:00 AM
Wednesday, October 13, 2010, 9:00 AM	Wednesday, October 27, 2010, 9:00 AM
Wednesday, November 10, 2010, 9:00 AM	Wednesday, December 1, 2010, 9:00 AM
Wednesday, December 15, 2010, 9:00 AM	Wednesday, January 5, 2011, 9:00 AM
Wednesday, January 19, 2011, 9:00 AM	Wednesday, February 2, 2011, 9:00 AM
Wednesday, February 16, 2011, 9:00 AM	Wednesday, March 9, 2011, 9:00 AM
Wednesday, March 23, 2011, 9:00 AM	Wednesday, April 6, 2011, 9:00 AM
Wednesday, April 20, 2011, 9:00 AM	Wednesday, May 4, 2011, 9:00 AM
Wednesday, May 18, 2011, 9:00 AM	Wednesday, June 8, 2011, 9:00 AM

The council meeting was adjourned at approximately noon.

Submitted by – Mary Rompf

Attachments and handouts are on file in the Dean's office with the Leadership Council minutes.