

College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Wednesday, December 15, 2010 at 10:00 a.m. in Killian 218.

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

Members absent: D. Grube

Others present: J. Stewart

Minutes: Motion and second to approve the minutes dated 11/10/2010 with approved changes and the minutes dated 12/1/2010 as presented was passed unanimously.

Announcements

I. Announcements Council Members

Guest – *Jane Nichols, Arts Leadership Mentor Project*

Perry introduced Jane Nichols to the council. Jane observed the council meeting.

David M. announced that David Warlick will be returning to WCU on February 4, 2011. He will be presenting to the college and then again to the university on this date.

David M. announced that the SAI response rate for this semester is currently 73%.

II. Theme Discussion

CEAP Program Prioritization –

Perry announced that depending on the scenarios that we are presented with in the coming year, it may be necessary to discuss consolidation within the college. We may not receive the final budget numbers until August of 2011. Perry is committed to preserving people.

Renee announced that there is survey data available in the CEAP Assessment folders on the H:/ drive. This data may be helpful as programs are compiling their CPP reports.

Perry asked the council to let the Dean's office know if there is further budgetary data needed for CPP after the data that was released during the week of 12/6.

III. Business Items

*Grant Report**

Perry

Perry reviewed the grant report with the Council. The report will serve as base information for department heads and faculty discussions about future grant writing.

*Indirects**

Perry

Perry reviewed the Indirect Funds Report provided to the Deans Council.

Suggestions for One-time CEAP Funds

Perry

Lee announced that CEAP, the College of Business, and the Kimmel School are discussing the installation of an application server that will allow users to access application software from anywhere.

Additionally, we hope to develop a comprehensive database for the office of field experiences and ELF through a contracted database developer.

The council also discussed other options for the use of the indirect funds.

E&T funds

Perry

Perry announced that CEAP will receive \$21,000 in E&T funds and recommended that the department heads think long-term when compiling E&T requests. A meeting to discuss these requests will be held on Friday 12/17 at 1PM.

*IT Asset Fees**

Lee

Lee provided a list of assets and charges for each department. Perry announced that the provost's office will be covering these charges this year. The cost is \$16 per computer. Lee has been working with Craig and Anna to have some of our technology issues addressed, including how assets will be inventoried and how charges will be assessed. Perry recommended that we retain the older computers when new computers are installed.

KL 107 – Graduate Assistant Area

Perry

Perry opened up the discussion about allocation of space for department GA's. David C. announced that HPER may have locks to donate to KL107 and recommended that Steve McLure manage the lock system for KL107.

David C. announced that Reid 131 and 117 are available as additional meeting spaces. Dee contributed that there is also a meeting space in the EMGE department office.

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

Dan
Gwendoline
Department Heads
Dan/Dept Heads

**Handouts-sent electronically*

IV. Important Dates

January 7-8, NCCAT	Teaching Fellows/Sophomore Leadership Conference
Tuesday, February 1, 2011	Dept. Botner Nominees Due to Dean
Monday, April 18, 2011, 11:45 AM, KL 104	Dean's Appreciation Luncheon
Wednesday, April 13, 2011, 3:30 PM, UC Grand Room	CEAP Honors and Awards Ceremony

College Meetings:

Friday, January 7, 2011, 10:00 AM, KL 104	CEAP College Meeting
Wednesday, March 16, 2011, 3:30 PM, KL 104	CEAP Meets w/Provost Stanford

TPR Dates:

February 1, 2011	3-5 YR Reappointment Files Due to Provost
February 7, 2011	1 st YR Reappointment Files Due to Dean
February 7, 2011	PTR Files Due to Dean
February 21, 2011	1 st YR Reappointment Files to the Provost
February 21, 2011	PTR AA12 Due to Provost

10-11 Leadership Council Dates:

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	

Dean Schoon adjourned the meeting at 11:30AM.