College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Friday, February 1, 2008 at 8:30 a.m. in Killian 218.

**Members present:** B. Beaudet, L. Bloom, , R. Corbin, M. Dougherty, K. Elliott, E. Franklin, J. Holt, B. Houghton, K. Hunt, R. McCreary, L. Nickles, J. Smith

**Members absent:** J. Anderson-Ruff., D. Carpenter, J. Jacobs, D. McCord

**Others present:** Dale and Michele Galloway, M. Herzog for ELF, J. Habel for PSY, M. Rompf

**Announcements**

Middle school Teachers of Tomorrow day will be held on February 19th. Sixty-five middle schools have been invited. There will be 200 students attending.

The Rural Urban Exchange will be held February 24-29th. There will be an open panel discussion held with the Teaching Fellows. Please make faculty aware so they can encourage students to attend.

Lee and Bob reported that at the UNC Tomorrow meeting it was discussed that WCU will focus on continuing to do what we do well and evaluating how to do it better.

Teaching Fellows recruitment day is scheduled for February 9th. Jerome Hughes, the western region teach of the year, and James Bell, the North Carolina teacher of the year, will speak at this event.

Kim reported that the phon-a-thon to recruit prospective teacher education students is going well. Thanks to Jackie and the Teaching Fellows for their assistance.

Yesterday Janice, Lee and Kim had a successful visit to Alleghany county concerning the NC Quest grant.

Ruth and Michael will travel to Yancey county to present a replica of the Christa McAuliffe award to the Board of Education at the February board meeting.

**Guest Speakers**

Dale and Michele Galloway, Smoky Mountain High School, "Choking Game"

Dale and Michele Galloway spoke to the Leadership Council about the “choking game” and other risky behaviors of middle grade students. Having personally experienced the tragic loss of a son to the choking game, Michele and Dale are speaking out to create awareness for both students and educators about risky behaviors and intervention. Informational handouts were provided to the council. Michele and Dale are available to speak to classes, educators and collaborate with others to spread this message.
Minutes

Motion and second to approve the minutes of the January 11, 2008 meeting. Motion passed.

Dean’s Report

Michael reported the following:

- **Data Security.** If you have any need to keep social security numbers, you must have permission from the Dean and Provost.
- **Export Controls.** You may take a computer overseas however if you can avoid doing so, then do so.
- **Centers/Institutes.** COD is looking at this.
- **Madison Professors.** There will be five, two chosen at a time.
- **Attendance Policy.** Please include policy in the syllabus.
- **UNC Tomorrow Committees.** Several council members may be asked to serve. If you are asked, please do so.
- **University Website.** Still being worked on.
- **AFE/TPR Document Templates.** Recommendation from the TaskForce is almost complete.
- **Evaluation of Administrators.** Regular process this year. Next year expect some standardization throughout the university on this.
- **Chapel Hill Update.**
  - Revising teacher education programs to meet standards is being discussed.
  - UNC online is a common portal for courses and programs. There will be a big push for programs participate.
  - Teacher recruitment billboards are on the forefront.
  - Universities are encouraged to work more closely community colleges.
- **Faculty Working with Public Schools.** How do we apply the Boyer Model to the good work being done by faculty in the schools? Scholarship can be achieved in a number of different ways.

Discussion

Council Members

- **Space - Phase 1**
  - Belk proposals due Feb 15th to AJ Grube. Please submit to Michael by February 14th.
    - There are 6 independent offices suitable for faculty offices.
    - There are 3-4 large areas suitable for centers/programs.
  - Killian 135 under renovation

Chancellor Task Force On Teacher Supply and Demand

- This event has been scheduled for April 4, 2008.
- Michael asked the council for discussion topic suggestions for the April 4th meeting. Teacher recruitment plan was discussed. Michael asked the directors to identify what the superintendents might like to know about the teacher recruitment plan. Directors will report progress at the next Leadership Council meeting.

Roll up Request DUE Today

- Michael
Last year there no academic equipment dollars were allocated. There is a very strong probability that we will receive roll up dollars. Submit requests today to Mary.

View book Revision
- Submit Revisions by February 15th
- Bob H. reminded the council that if a unit would like photos taken by the university photographer, February is the month to do so before end of year events began.

Peak Performer Nominations
- Nomination form has been sent electronically.
- Please submit nominations by March 1st to Mary

Service Learning Faculty Name-DUE Today
Jamel Anderson-Ruff has agreed to serve as CEAP’s faculty fellow for 2008-2009.

UNC Tomorrow Response *
Council members need to become familiar with the materials distributed. Several members may be asked to serve on committees. UNC Tomorrow should be viewed on the importance of an accreditation visit.

Request for Proposals for Online Programs *
Proposals are due February 22nd to Mary. This also includes programs currently online.

Assessment of Committee Operations
Renee asked the council to review a handout on suggested questions to survey college committee operations. Each year in the spring, committees will be selected for evaluation so that a committee would be evaluated on a three year cycle. Michael requested Renee to send out a list of committees to the council for review and feedback. Please notify Renee of any committees which are missing from the list.

Assessment of Early Field Experiences Spring & Fall 2007
Renee reviewed trend data with the council and noted a discrepancy she believes is attributed to a TaskStream glitch. Michael thanked Renee for the data that she has been consistently providing to the council.

Integrating NC Wise and Teacher Education *
Bob reviewed a handout with the council and asked for a group to come together to review integrating NC Wise in Teacher Education. Kim, Lee, Renee and Bob will assist Bob with this effort.

Jamaican Course Evaluations
Postponed to next Leadership Council.

Task List Status Report
- Incentives for Using TaskStream
- Space in Belk
- TaskStream and QEP
Acceptable Use Policy for Media on the Web  Bob H.
Plan to Revise Undergraduate Teacher Education  Dale
  • This is important. MSA is already in process. Michael will host a luncheon to
discuss 21st century standards and create awareness. A Task Force is being put
together.
Accounting for Faculty to Jamaica  Department Heads
Recommendation for Graduate Courses for  Dept Heads/Janice
Non-degree Students
Timing of the Due Dates of Annual Reports  Renee

Information – Please review the following handouts provided to the council.
  Student Travel Policy  *  Michael
  Data Security Summary  *  Michael
  Identity Theft Protection Act Summary Report  *  Michael
  Policy #97: Data Security and Stewardship Policy  *  Michael
  "Rockin" Reader Program"  *  Michael
*Handouts

Important Dates

February 1, 2008  Eight Semester Plan Templates DUE
February 1, 2008  Service Learning Faculty Name DUE
February 1, 2008  Roll-Up Requests DUE to Provost
February 8, 2008  Post Tenure Review Recommendations DUE to Dean
February 8, 2008  1st Yr Reappointment Candidate Files DUE to Dean's Office
February 9, 2008, 10:30-4:30  Teaching Fellows Recruitment Day
February 11, 2008  3-5 Yr Reappointment Candidate Files DUE to Provost Office
February 13, 2008  Departments Submit Nomination for Botner Award to College
February 15, 2008  Viewbook Revisions DUE
February 27, 2008  Botner Award Candidate Files DUE to Dean's Office
February 22, 2008  PTR Report for CEAP DUE to Provost
February 22, 2008  1st Yr Reappointment Candidate Files DUE to Provost
March 1, 2008  Peak Performer Nominations DUE
April 4, 2008  Chancellor Task Force on Teacher Supply and Demand Reception and Dinner Honoring Deanship of Michael Dougherty
April 24, 2008, Illusions & UC Grandroom  Dean's Appreciation Luncheon
April 10, 2008, KL 104, 11:30-1:00 PM  CEAP Honors and Awards Ceremony
April 22, 2008, KL 104, 3:30 PM  Campus-wide Drop-in Reception for Dean Michael Dougherty
May 7, 2008, KL 104, 2-4 PM
Leadership Council Dates through June 2008:

February 1, 2008    April 18, 2008
February 15, 2008    May 2, 2008
February 29, 2008    May 16, 2008
March 14, 2008      June 6, 2008
April 4, 2008       June 20, 2008

The council meeting was adjourned at approximately 10:40 a.m.

Submitted by – Mary Rompf

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