The CEAP Leadership Council met on Friday, February 29, 2008 at 8:30 a.m. in Killian 218.


Members absent: K. Elliott, E. Franklin, J. Holt, K. Hunt, J. Jacobs, L. Nickles

Others present: F. Buskey for ELF, M. Rompf

Announcements Jackie reminded the council that model clinical requests for the next academic year (fall 08 and spring 09) are due to her office by March 20th. Information on how to make a request has been sent to the departments.

Michael thanked all involved for another very successful Rural Urban Exchange program. This is the eighth year of the program.

The following search updates were provided:
- Human Services is bringing a candidate in for the SPED position
- Two candidates for the Science Education position will come to campus the week after spring break.
- Four candidates for the two psychology positions will come to campus during March.

Minutes Motion and second to approve the minutes of the February 15, 2008 meeting. Motion passed.

Dean’s Report Michael reported the following:
- Faculty Fellows. In the past, the concept has not been well defined as to what they do. There will be a general call for faculty fellows in the future whereas all faculty fellows will be chosen at one time to make the process more efficient. Dave M. asked if faculty fellow load issues have been considered. Michael will follow-up with Beth.
- Department Collegial Review Process. A template will be developed where there will be a collegial review process by the deans of different colleges. As departments develop their templates, be sure to define - external peer review as it relates to any scholarly product in the Boyer model. Review 4.0 in the faculty handbook. This should be addressed more clearly in the department AFE/TPR document with regards to “sustained and continuous.” Department document must address “superior” performance.
- Summer compensation for Program Directors. Update summer program directors and distance ed. COD is looking at this. A spreadsheet will be sent to departments for updating.
- Diplomas. Discussion on whether we should put the major and the degree on a graduate’s diploma. We are one of two institutions who currently do not put a graduate’s major on the diploma.
- **E-learning Proposals.** MSA and SPED proposals has been approved. The community college proposal needs to be reviewed.
- **Summer Enrollment.** CEAP was cited as having adequate summer offerings.
- **Graduate Program Stipends.** CEAP was noted as doing a good job working collaboratively on placement of graduate assistantships awarded within the college.
- **Provost website.** Please explore the provost website. Documents on the website are finalized.
- **UNC Tomorrow.** The B-20 workgroup is doing well with its report. Please remind faculty to provide feedback.
- **Meeting with Chancellor and Provost.** The meeting is scheduled for Monday, March 17, 2008 at 3:30 pm in Killian 104. Please remind faculty and staff to attend.
- **Scholarly Request Funding from the Dean’s Office.** Funds from the dean’s office in support of scholarly activity/presentations have been allocated for this academic year. The distribution included all departments in the amount of $14,000.
- **Chancellor’s Task Force on Teacher Supply and Demand.** This will be held on April 4\textsuperscript{th} at the Cordelia Camp building.

**Discussion**

- **Graduate Student Travel Guidelines** * Michael
  Handout in your packet from Scott, please review and direct questions to Scott.

- **Graduate Student Recruitment Grants** * Michael
  Handout in your packet from Scott, please review and direct questions to Scott.

- **Electing Departmental Committees for Eval of DH** * Michael
  The university is looking at a systematic way to conduct department evaluations in the future. This year, we will continue with the system that we have. Please submit name of department committee chair due to Mary by March 25\textsuperscript{th}.

- **Good News Awards (books - grants over $50,000)** * Michael
  - Email names of those in your unit who have published a book or received a grant over $50,000 to Mary by 3/18 for recognition at the Dean’s Appreciation luncheon on April 10\textsuperscript{th}.

- **Part-Time Faculty Requests for Fall 2008** * Michael
  - Please submit department requests for fall part time faculty to Mary by 3/25.

- **UNC Tomorrow Report** * Kim/Michael
  Please review the website for the B-20 group and direct faculty members there to review the group’s work and provide feedback.

- **NC School Report Card Data/NCWISE** * Bob H.
  After spring break a group will begin review of NCWISE.

**Task List Status Report**

- **Jamaican Course Evaluation Process** * Bob H/David
Michael asked Bob to meet with Pat B. to discuss how this process could be more effective.

*Redefining Diverse Field Experiences* Ken
No report.

*Incentives for Using TaskStream* Renee
Renee suggested that task list item be folded into the Task Force.

*Space in Belk* Michael
Center for Math and Science has submitted a proposal for space in Belk.

*TaskStream and QEP* Bob H/Lee
No report.

*Acceptable Use Policy for Media on the Web* Bob H
No report.

*Accounting for Faculty Going to Jamaica* Department Heads
Issue is that we need to know who is going and when. CEAP has a folder on the share drive with some data; however there have been hurdles regarding providing access providing access to distance learning. Jamaican program coordinators are Casey Hurley, Tom Oren and Vicki Faircloth. There is a form that faculty who teach in Jamaica should complete prior to teaching/leaving for Jamaica.

**Add to Next Leadership**: Discussion on the form; review the document and then Dale and Michael will meet with Pat and Regis to discuss processes.

*Data Reporting - Type and Frequency* Renee
No report.

**Information**

*Faculty Priorities Reconsidered: Rewarding Multiple Forms of Scholarship, O'Meara & Rice* Michael
- A copy of this book has been distributed to each department. Please encourage faculty to use this resource. Please make this book available to the department collegial review committee.

**Handouts**

**Important Dates**

February 27, 2008 Botner Award Candidate Files DUE to Dean's Office
March 1, 2008 Peak Performer Nominations DUE
March 17, 2008, 3:30 PM, KL 194 CEAP Meets w/Chancellor and Provost
March 18, 2008 Submit Names for Good News Awards
March 25, 2008 Fall Part Time Faculty Requests DUE
April 4, 2008 Chancellor Task Force on Teacher Supply and Demand
April 10, 2008, KL 104, 11:30-1:00 PM Dean's Appreciation Luncheon
April 22, 2008, KL 104, 3:30 PM  CEAP Honors and Awards Ceremony
April 24, 2008, Illusions & UC Grandroom  Reception and Dinner Honoring Deanship of Michael Dougherty
May 7, 2008, KL 104, 2-4 PM  Campus-wide Drop-in Reception for Dean Michael Dougherty

Leadership Council Dates through June 2008:
March 14, 2008    May 16, 2008
April 4, 2008     June 6, 2008
April 18, 2008    June 20, 2008
May 2, 2008

The council meeting was adjourned at approximately 9:35 a.m.

Submitted by – Mary Rompf

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