The CEAP Leadership Council met on Friday, March 12, 2010 at 9:00 a.m. in Killian 218.


Members absent:       B. Beaudet, D. McCord

Others present:       J. Habel for PSY, M. Rompf

Minutes               Motion and second to approve the minutes of the February 26, 2010 meeting. Motion passed.

Announcements        Chancellor Task Force on Teacher Supply and Demand luncheon will be held on May 14th. Invitations should be sent out next week. Renee asked council members to assist with facilitation of the luncheon discussions.

Surveys to evaluate college committee effectiveness will be sent out next week. Please complete and return to Renee.

Dee reported that Roya Scales and her new baby boy are now at home.

Deadline for applications for the Exemplary Service, Dean’s Research and Soaring High Awards are due today.

The deadline for submitting OPT award nominations to the Office of Special Programs is Monday. As a reminder, a matching nomination must be submitted by both the cooperating teacher and the university supervisor.

An email was sent to the College asking for names of student interns who could be photographed in the schools to capture student engagement and update CEAP’s photo bank. Please submit student names to Janice and Laura.

The deadline for submitting revisions to the Student Teacher Handbook is next Friday. Please provide this information to Gwendoline.

Dean’s Report

- Plans for Next Year –
  Project Value funds will continue next year. Departments should begin discussions with faculty this spring about how to use these funds next year.

This year the College looked closely at directorships and how they function within the college. The major initiative for next year is to create a 5-year strategic plan for the college. We will begin by completing an internal review of all programs in respect to how programs are addressing the goals of UNC-Tomorrow along with
other factors. Perry will meet with program directors to discuss the relevance and contribution each program makes to the region as well as a procedure for moving forward. Quality and growth will be emphasized in particular for graduate programs. The growing of graduate programs is better funded and requires less university infrastructure. The goal of this assessment is allow for dialogue about support needs to grow quality programs, develop a plan and direction, and update the college strategic plan. The assessment will be completed by May 2011. Perry met with the Dean’s Steering committee yesterday and began this conversation with faculty representation from each department.

- Roll Up – Purchases going forward require the formal approval of the Dean and the Provost Office. Any unit purchases must be submitted to the Dean.

Theme Discussion

**Killian Building**

- **Bulletin Boards** – Departments or units interested in maintaining a bulletin board within the Killian building should make a request to the Dean’s Office by next Friday, March 19th. Bulletin boards not spoken for will be removed.
- **Curriculum in Closets and Classrooms** – Please begin discussions with faculty about identifying materials that are relevant and those that are not being used so that outdated materials can be disposed of this summer.

Business Items

**Good News Awards Dan**

Reminder: Good news award names are due by March 15th. The good news/recipient names received to date are:

- **Promoting Harmony**, Dave Strahan
- NC Teach II Grant Renewal -$110,000, Janice Holt
- NC Quest Cycle VIII Continuation Grant -$141,000, Elaine Franklin

**Revisioning Update Dan**

Initial licensure program and B.S.Eds’ programs of study are in the pipeline and should be on time to make the fall catalog. As long as any remaining program curriculum changes are to Lee within the next two weeks, the curriculum changes should have sufficient time to process through the system. Rubrics for common assignments are being developed. A meeting is being held later today to discuss rubrics for common assignments and a forum for program coordinators will be held next week to review the rubrics. The M.A.T. implementation should be ready to go this fall although there is still work to be done. M.A.Ed core revisioning is underway. Revisioning will continue into next year. Please feel free to contact Dan with questions.

**Honors and Awards Ceremony Jackie**

- **Wednesday, April 21, 2010, UC Grandroom**
- **Reception begins at 3:30**
- **Ceremony, 4:00 – 6:00 p.m.**

Jackie provided a brief update to the council regarding the process of the ceremony and the status of scholarship funding. The student autobiographies will be listed in department order in the program. Any student certificates not given out at the ceremony will be given to the Office of Special Programs for distribution to the student.
Publications will not take student photos at the event. A communication will be sent to students to let them know where to go to have this photos made by Publications.

Task List Status Report
Faculty Load Re: Visiting Intern Is and IIs Department Heads
Annual Assignment Tracking Mechanism Council
- Due end of semester
Chancellor Task Force on Teacher Supply/Demand-5/14 Directors
Communication Strategy/Mechanism for College Perry
- Due to council by February 15*

*Handouts-sent electronically

Important Dates
March 17, 2010, 3:30 p.m., KL 104
CEAP Meets with Chancellor Bardo and Provost Carter

March 31, 2010
Deadline for College Alumni Survey
Questions to Renee

April 9, 2010, KL 104
Dean’s Appreciation Luncheon
April 13, 2010, 3:00-4:00 p.m., KL 104
CEAP Dean’s Academic Forum
April 16, 2010, 3:30 p.m., FPAC
WCU Spring Awards Convocation
April 21, 2010, 3:30 p.m., UC Grandroom
CEAP Honors and Awards Ceremony
May 14, 2010, 11:30 a.m., UC Grandroom
Chancellor Task Force on Teacher Supply and Demand

09-10 Leadership Council Dates:
March 12, 2010
March 26, 2010
April 9, 2010
April 23, 2010
May 7, 2010
May 21, 2010
June 11, 2010

The council meeting was adjourned at approximately 10:30 a.m.

Submitted by – Mary Rompf

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