The CEAP Leadership Council met on Friday, April 4, 2008 at 10:00 a.m. in Killian 218.


Members absent: D. Carpenter

Others present: M. Rompf

Announcements

ELF has offered the fixed term Curriculum and Instruction position to Dr. Sarah Meltzer. She has accepted the position.

Psychology is looking at making offers for the two open clinical faculty positions in the department.

Michael welcomed the public school superintendents to their regional meeting held at Western prior to the Chancellor’s Task Force on Teacher Supply and Demand. Roger Metcalf, director of WRESA, thanked Michael for his leadership resulting in a truly collaborative partnership between Western and the school partners. This collaboration distinguishes CEAP. The Chancellor’s Task Force will meet at 11:30 a.m. today.

Janice reported that Erica Mark, a Western graduate - both undergrad and graduate, has been named one of the top 50 finalists for the American School Counselor Association’s 2008 School Counselor of the Year Award.

Kim reported that the Teacher Recruiter position has been posted as an EPA position. Four of the five applicants hold teacher licensure.

Lisa reported that Dr. Iris Rouleau has accepted the SPED position. Dr. Rouleau has an interesting research agenda working with ESL parents.

Bob reported that EMGE is continuing the search for a literacy candidate.

Teaching Fellows has met the enrollment cap of 45 students for 08-09. The program has been asked if they are willing to take 50.

Minutes

Motion and second to approve the minutes of the March 18, 2008 meeting. Motion passed.

Dean’s Report

Michael reported the following:

- Thank you to all for going through the collegial review process and to the department heads who worked with their committees.
- AFEs are due to Michael, signed, by commencement.
• Staffing requests are due to Michael April 8th. Positions requested are those for employment in 09-10 which we will recruit in 08-09. Please include failed searches on staffing plan requests. If you can fill a failed search with a fixed term for 08-09, mention that on your plan.

• Budget hearing for college has not occurred yet. Funding is dependent on the short legislative session. In our request, we will ask to bolster our programs due to increased teacher education enrollment.

• Space challenges – July 1st, you will know what help you with have and where you will be. Some rearranging of support staff may be needed due to program growth. When Forsythe is ready, Sports Management will move out of Reid. When Fitness Center opens, fitness will move out of Reid which will create open space for the college. Belk space will become available when Forsythe reopens; however, the down side is that there is limited private office space in Belk. Inside Killian, we have technology storage issues.

• Graduation on May 9th – there will be two graduations this year; one for undergraduate and another for graduate students. Further information will be forthcoming about faculty representation for each graduation.

Discussion

Council Members

UNC System Budget Priorities *    Michael
Michael reviewed with the council the UNC system proposal of budget priorities for the short session. General Administration is recognizing that teacher preparation does not end at graduation. Should these budget proposals be passed, CEAP could receive funding for 2 EPA positions to support beginning teachers. The Pre-college is included in the request as recurring funding. Funding for planning a new building for CEAP is included in second tier requests. Michael thanked Erin, Elaine and Janice for their work to create focus on these priorities.

Academic Integrity Faculty Fellow *    Michael
Department heads should review the handout and make a recommendation of faculty members who are interested in the academic integrity faculty fellow position. The faculty member is a member of the committee which conducts hearings when students challenge an academic sanction. This is a very important role and requires attention to details. Add to Task List – follow up on interest at the next LC.

Last Call - Good News Awards    Michael
Each year “good news” awards are presented at the dean’s appreciation luncheon to those who have been awarded a grant as P.I. of $50,000+ or who has published a book. If you have not already done so, please notify Mary of recipients.

Honors & Awards - Inviting Students    Michael
• Tuesday, April 22nd, 3:30 PM Reception - 4:00 PM Ceremony – departments invite award recipients.
• Process – please call recipient up to the front of the room prior to making remarks. Once award has been presented the next award presenter should come forward.
• Presenters – a list of awards was distributed. Departments are to fill-in presenter information which will be on the podium during the event.
• There are two new scholarship awards this year.

**Other Important Dates**

- Department AFEs DUE no later than commencement.
- Department Head AFE Material DUE no later than commencement.

**School Services Report**
To date, school services have been reported from across the university. Please encourage faculty to submit service information prior to commencement. We would like to include all services provided to the schools in the report. This is a wonderful opportunity to highlight what individuals, departments, colleges and auxiliary services are doing with schools. Recognition in the report is given by individual name.

**Task List Status Report**

- Jamaican Course Evaluation Process **Bob H/David**
- Redefining *Diverse Field Experiences* **Ken**
  - *No reports.*
- Space in Belk **Michael**
  - *See space update.*
- TaskStream and QEP **Bob H/Lee**
  - *Bob and Lee are watching this for CEAP.*
- Acceptable Use Policy for Media on the Web **Bob H**
  - *No report.*
- Accounting for Faculty Going to Jamaica **Department Heads**
  - *In the dean’s office we are checking for completion of the report form prior to signing AA7s. Dale and Michael will follow up with distance learning.*
- Satisfaction Survey of Current Students **Renee**
- Satisfaction of Faculty/Staff Survey **Renee**
- Guidelines for Supervision of Interns and Student Teachers **Ken/Dale**
  - *No report.*

**Information**

Please review these handouts. Although these are not listed as for discussion, this information merits your review.

- STAMATS Project Schedule **Michael**
- UNC GA Accountability and Performance Measures **Michael**
- Good News - Graduate Research Symposium Awards **Michael**
- Academic Affairs Request for End-of-Year Funds **Michael**

*Handouts*
Important Dates

April 4, 2008
April 10, 2008, KL 104, 11:30-1:00 PM
April 11, 2008
April 14, 2008, 5 PM, Camp Dining Rm
April 22, 2008, KL 104, 3:30 PM
April 24, 2008, Illusions & UC Grandroom

April 25, 2008, 3:00 PM, FPAC

May 7, 2008, KL 104, 2-4 PM

October 21, 2008, Ramsey Center
February 10, 2009, Ramsey Center

Leadership Council Dates through June 2008:
April 4, 2008
April 18, 2008
May 2, 2008

May 16, 2008
June 6, 2008
June 20, 2008

Chancellor Task Force on Teacher Supply and Demand
Dean's Appreciation Luncheon
SUTEP Reach to Teach
SUTEP Recruitment Sub-Committee Mtg w/ ORE Advisory Board Mtg
CEAP Honors and Awards Ceremony
Reception and Dinner Honoring Deanship of Michael Dougherty
University General Faculty Meeting and Awards Convocation
Campus-wide Drop-in Reception for Dean Michael Dougherty
High School Teachers of Tomorrow
Middle School Teachers of Tomorrow

The council meeting was adjourned at approximately 10:55 a.m.

Submitted by – Mary Rompf

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