The CEAP Leadership Council met on Friday, August 7, 2009 at 9:00 a.m. in Killian 218.


Members absent: J. Anderson-Ruff, D. Brotherton

Others present: L. Roberts for HS, M. Rompf

Minutes Motion and second to approve the minutes of the July 24, 2009 meeting. Motion passed.

Dean’s Report

- Pay for Print
  On-going discussions will take place this year regarding the impact of pay for print on budget and resources.

- Chain of Command
  Chain of command is two directional. Perry’s intention is to work through and with department heads. If he is contacted by faculty or initiates a conversation with faculty, he will keep the department head informed/involved unless the discussion is of a personal nature and he expects the same from department heads.

- Challenge of Change
  It is important to remember that when change is discussed, the end result may be that change is or is not required or recommended. Initiatives necessitating change will be brought forward for faculty input.

- Futures Committee
  CEAP will establish a futures committee. The mission of the committee is to consider the direction of the college over the next 5-10 years. Perry requested each department head nominate a faculty member who would be interested in having involvement in visioning for the college.

- Faculty Furlough
  A formal notification regarding faculty furlough and administration will be forthcoming from administration.

- UNC Dean’s Meeting
  Budget – Good news! UNC campuses will be fully funded for enrollment growth for 09-10. The overall budget outlook appears to be good. We will know more in March. There is a possibility of a 5% reduction or reversion for 10-11.

  UNC Statewide Federal Grant Proposal: Race to the Top – This proposal is being led by NC State. If awarded, funding would begin March 2010 and allocated across campuses targeted at reforming standards and assessment, teacher effectiveness and equitable distribution, collection and use of data, and supporting struggling schools.
Discussion

*EDCI 231 and GPA*

Renee discussed a proposal with the council where students not having the minimum 2.5 GPA would not be eligible to enroll in EDCI 231. Based on council feedback, Renee will gather additional data and Ellen will discuss the proposal with department faculty who teach this course. Renee and Ellen will report back at the next Leadership Council.

*TaskStream Results for Field Experiences for 2008-2009*

Renee reviewed survey data from students and host teachers of early field experience courses. Department heads have been sent program specific data. Overall the feedback received was favorable and student experiences in the schools were rated positively.

*Annual Assignment Tracking Mechanism*

Council

This discussion was tabled until the next Leadership Council meeting. Perry reminded department heads to engage in discussion with faculty on ways to track annual assignments and differentiated workloads. The document distributed at the last meeting is a guide for discussion. Please bring faculty feedback/ideas to the next meeting.

*Opening Weekend College Representation*

Dan

Dan has volunteered to be available opening weekend to assist students with scheduling issues. Department heads should send Dan a list of courses which should not be overridden. In the past there have been very few student inquiries/issues.

*Field Experiences Director Update*

Dan

One candidate came to campus yesterday. The search committee will meet next week. Perry thanked Dan and the committee for their work.

*Articulation Agreements/Western 2-Step*

Dan

Dan distributed articulation agreements to department heads and requested all updates/changes be made in red ink. Please return reviewed agreements to Dan by August 20th.

*Graduate Certificate Program*

Janice/Dan/Lee

Janice distributed an updated proposal to the council. The updated proposal included feedback received at the last Leadership Council meeting. The next step will be for Perry to review the proposal with other college deans.

*CEAP Opening Meeting*

- Process for Introductions
  Perry
  New colleagues will be introduced at the opening meeting by each department head. Mary will send the ordered list of introductions to department heads. Following introductions, Perry will address faculty and staff for about 15 minutes and he will stop by individual department meetings on Thursday.
- Submit New Employee Information for Website
  Lee
  Please send information on new colleagues to Lee and Carla for inclusion on the college website. Carla and Lee are available to assist with updating of department website rosters.
New Scholarship Opportunity

Jackie thanked Lee for his assistance in adding all scholarships by department to Task Stream. This initiative will provide greater access for off-campus students to apply for scholarships. Received applications will be sent to departments in two formats; the printable version from TaskStream and another electronic format for students who do not have access to Task Stream. Jackie reviewed a proposal with the council to pilot scholarships directed at student funding for research. The council endorsed CEAP’s involvement in the pilot and agreed that these research scholarships would be handled the same way that current scholarships are processed in the college.

*Handouts-sent electronically*

Task List Status Report

Faculty Load Re: Visiting Intern Is and IIs Department Heads

Department heads will meet to evaluate faculty load in relationship to intern supervision. Dan will contact GA for clarification on reclassification of courses. Dan will follow up with department heads and report back to the council.

Annual Assignment Tracking Mechanism Council

No report. Will be a discussion item at the August 21st Leadership Council meeting.

Course Prefixes Perry/Department Heads

Please submit a list of course prefixes to Perry for your department by Tuesday, August 11th.

For Information - Please review these handouts.

Campus Notification on Spending Restrictions * Perry

Please review. Update from GA is travel restrictions will continue at this time.

Technology Resources for the College * Lee

Department heads may wish to forward this information to new faculty.

Important Dates

August 19, 2009, 8:30 a.m., FPAC

Reception and General Faculty/Staff Meeting With Chancellor Bardo

August 19, 2009, 11:30 a.m., Grandroom

Coulter Faculty Center Luncheon

August 19, 2009, 1:30 p.m., KL 104

CEAP Opening Fall Semester Meeting

September 9, 2009

Dept Recruitment Brochures for WCU on Tour to Dean’s Office by 4 pm

WCU on Tour anticipates 800 students across 5 cities in NC; please plan to provide 400 brochures.

Elementary MG Ed. may need to provide 500 brochures.

September 14 – 18, 2009

October 6, 2009, 9:00 a.m., Ramsey Ctr.

Teachers of Tomorrow Reaching to Teach Conference for H.S. and C.C. Students

October 14 and 15, 2009, 3:00 p.m. UC

“Teaching Opportunities for Non-Teaching Majors” Information Sessions

October 30, 2009

Tenure/Promotion Files due to Dean

November 2, 2009

2nd Yr Reappointment Files due to Dean

November 23, 2009, 6:30 p.m., UC Grand

Kappa Delta Pi Honor Society Induction

November 24, 2009

2nd Yr Reappointment Files due to Provost

December 7, 2009

Tenure/Promotion Files due to Provost
December 14, 2009
February 4, 2010
February 9, 2010
February 9, 2010
February 23, 2010
February 24, 2010
March 25, 2010, TBA
March 26, 2010, TBA

**3-5 Yr Reappointment** Files due to Dean
3-5 Yr Reappointment Files due to Provost

**Post Tenure Review** Files due to Dean
**1st Yr Reappointment** Files due to Dean
**1st Yr Reappointment** Files due to Provost
Post Tenure Rev AA12 due to Provost
Carolann Tomlinson Partnership Event
Carolann Tomlinson Student Presentation

09-10 Leadership Council Dates:
July 24, 2009
August 7, 2009
August 21, 2009
September 4, 2009
October 2, 2009
November 6, 2009
December 4, 2009
December 18, 2009
January 8, 2010
January 22, 2010
February 5, 2010
February 19, 2010
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 10:25 a.m.

Submitted by – Mary Rompf

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