College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Friday, September 5, 2008 at 8:30 a.m. in Killian 218.


Members absent: K. Elliott, J. Holt, K. Hunt, D. McCord

Others present: A. Malesky for PSY, A. Schlott, M. Rompf

Minutes Motion and second to approve the minutes of the August 22, 2008 meeting. Motion passed with a correction to the date of the minutes.

Dean’s Report Michael reported the following:

- Upcoming Meetings:
  - CEAP Meeting with the Chancellor and Provost - Tuesday, September 16th, KL 104. Please remind faculty and staff to attend and bring good questions.
  - CEAP New Building – Visioning Luncheon - Friday, September 12, 2008, KL 104. CEAP needs to be involved and passionate about the new building.

- Council of Deans - August 28th
  - Summer Session – A director for summer school will be hired. Two nominations for summer session committee members have been submitted to the Provost office.
  - University Leadership Council – The Chancellor is meeting with the Deans, Provost and Executive Council every 2 weeks.
  - Budget Cuts – More information to follow.
  - Task Forces: Merit and SCH Targets – There are two task forces which will be evaluating current processes and make recommendations. We are moving toward a student credit hour target for all programs which will allow department head flexibility in work assignments. Michael will email Beth Lofquist regarding composition of the Task Force.
  - Biennial Budget Requests – In this biennial request, CEAP is requesting recurring dollars for the Pre-college program.
  - Academic Program Review

- UNC Deans Council - September 3, 2008
  - Re-Visioning MSA School Leadership Programs – this was discussed at the council meeting. Jacque is directly involved and provided update (see discussion).
  - University-School Teacher Education Partnerships – this is a conversation at each meeting. Expect changes. We will be leaders in this transformation.
  - Expanding Teacher Productivity Goals – feedback to campuses coming shortly.
  - UNC-NCNSP Schools of Promise Gates Grant- Buncombe Community School is the only school in our area with a Schools of Promise grant. There may be a collaborative opportunity for us.
Teacher Ed/Distance Ed Initial Credit Hour Report- Funding has not yet been allocated. Based on the credit hour report, there may be a slight increase in this year’s funding.

Discussion

Update on Badges for Faculty and Intern Supervisors  Jacque/Dee
A sample badge will be done by the Cat Card office. This will be addressed at the next Leadership Council meeting.

Update on MSA Re-Visioning  Jacque
Jacque provided the council with an update on the MSA Re-Visioning. Using a power point presentation, Jacque discussed the questions: 1) who we are? and, 2) who we will be? The program is very excited about the end result of a quality program; making an impact in the lives of children. The MSA program has grown substantially and is continuing to grow. Michael thanked the MSA faculty for their work and ability to scrap the existing program in terms of a redesign. The re-visioning team began by considering where do we want to be and what do we believe about our work. The team spent 3 eight hour sessions of dreaming work and now is working on building the program around their beliefs. Jacque described the largest hurdle for re-visioning as letting go of what you know and starting new.

Recommendations for Designer Selection Team  Michael
Yesterday, Michael and Kyle met with Wylie Harris, Chuck Wooten, and Joe Walker to discuss the new building. Currently, there are 30 bidders for the project. There will be two designers chosen as finalists by January. A team from CEAP will be chosen for the designer selection team. Council members may submit nominations to Michael through the end of the day.

Update Reid Office Space  Bob
Using a floor plan of Reid, Bob reviewed which offices will become vacant from the fitness center relocation and sports management relocation. The department heads have done a walk through in the Reid building and will make space requests to Bob. Bob and Michael will meet next week to discuss a plan for existing faculty and new positions.

Transfer Students from Other Institutions to Western’s CEAP  Renee
Renee distributed a report of fall 2006 - 2008 declared majors by department to department heads. Renee noted that there is some clean-up work on teacher certification numbers. Please direct questions to Renee. Renee also distributed a retention report from the Teams database that shows completers, those in the pipeline, and a grand total of students. Renee will send a list of students to departments to review for proper coding in the system.

NC Community College Credit for PSY 320 -  Child and Adolescent Development *  Dale/David
Dale distributed a proposal to the council which outlines PSY 241 and 243. Dale proposed that if a student received a grade of C or better in one of these courses at a North Carolina community college, the student would not have to take the PSY 320 or 321. The course would come in as a waiver versus a transfer. Currently we do take EDU
216 as a waiver for ECI 231. Alvin reported that the department is favorable to this proposal. A motion and second were made to waive the PSY 320 requirement if the student has earned a C or better in PSY 241 or 243 from a NC Community College. The motion passed.

Service Learning
Jamel
Jamel distributed information on service learning and reported there is a change in service learning this year. Courses which are internships may qualify for service learning. Work with Ameri-Corp can be considered as an internship.

Spring Award Ceremony - Location/Other Changes
Jackie
Jackie asked the council for feedback on moving the student award ceremony to another location because of capacity. The council agreed. Jackie also asked the council if they are open for the Office of Special Programs to award scholarships not assigned to a particular department and the council agreed that this should be handled. Jackie will also look into having award recipient photographs taken prior to the ceremony and moving the OPT awards distribution to the end of the program.

Space Analysis of “Class Laboratories”
Lee
Our college does not have class laboratories. Killian 132 is not designated space to our college so this report does not involve CEAP.

Policy on Check-out of Equipment to Students *
Lee
Since the last discussion, Lee has rewritten the policy on check-out of equipment to make it applicable to the whole college. It now encompasses the language “activities related to our college.” As the fixed asset manager, Lee will sign off on any equipment checked out to students. The council discussed the proposal. Lee will further the discussion with department heads and report back to the Leadership Council.

Administrators in SUTEP programs
Ruth
The work of SUTEP has included work with administrators throughout its partnership. Because of SUTEP’s alignment to the professional education council and other activities which include administrators, Ruth asked the council for feedback on the question “should the name of SUTEP be changed to reflect the inclusion of service to administrators?” Michael asked the council to begin thinking on this and how CEAP will go about increasing the public school voice as to what their needs are from SUTEP. SUTEP will be changing radically over the next three years due to the anticipated decentralization from UNC.

*Handouts

Task List Status Report

TaskStream and QEP
Lee
Satisfaction Survey of Current Students
Renee
Satisfaction of Faculty/Staff Survey
Renee
Guidelines for Supervision of Interns and Student Teachers
Ken/Dale

No reports.
Important Dates

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<tr>
<th>Date</th>
<th>Event Description</th>
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<tr>
<td>September 12, 2008</td>
<td>&quot;Visioning the New Building&quot; Luncheon for Faculty and Staff</td>
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<td>September 16, 2008</td>
<td>CEAP Meets with Chancellor Bardo and Provost Carter</td>
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<td>September 22, 2008</td>
<td>CEAP Scholarship of Application Luncheon</td>
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<td>October 3, 2008</td>
<td>CEAP QEP Luncheon</td>
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<td>High School Teachers of Tomorrow</td>
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<td>October 27, 2008</td>
<td>CEAP Stewards of Place Luncheon</td>
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<td>October 30, 2008</td>
<td>2nd Year Dossiers Due to Dean's Office</td>
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<td>November 5, 2008</td>
<td>Instructional Leadership Summit - Crowne Plaza Resort in Asheville</td>
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<td>December 1, 2008</td>
<td>Tenure/Promotion Dossiers Due to Dean</td>
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<td>December 2, 2008</td>
<td>CEAP Scholarship Application Deadline</td>
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<td>December 5, 2008</td>
<td>2nd Year Dossiers Due to Provost Office</td>
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<td>December 12, 2008</td>
<td>Tenure/Promotion Dossiers Due to Provost Office</td>
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<td>January 31, 2008</td>
<td>3-5 Year Dossiers Due to Dean's Office</td>
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<td>February 9, 2009</td>
<td>Teaching Fellows Recruitment Day</td>
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<td>February 10, 2009</td>
<td>1st Year Dossiers Due to Dean's Office</td>
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<td>February 13, 2009</td>
<td>Middle School Teachers of Tomorrow</td>
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<td>February 21, 2009</td>
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<td>February 23, 2009</td>
<td>Teaching Fellows Regional Screening</td>
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<td>Leadership Council Dates through December 2008:</td>
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<td>September 5, 2008</td>
<td>November 7, 2008</td>
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<td>September 26, 2008</td>
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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.