The CEAP Leadership Council met on Friday, September 29, 2006 at 8:30 a.m. in Killian 218.


Members absent:  K. Elliott, M. Dougherty, R. McCreary

Others present:  C. Carter, M. Rompf

Announcements

Please remind faculty that evening classes using the ITC lab must turn off the computers and lights and close/lock the door when finished.

Interviews will be held next week for the Assistant to the Dean for Instructional Technology and Curriculum.

The search for the Pre-College Coordinator position has begun so please spread the word around especially to middle and high schools.

Minutes

Motion and second to approve the minutes of the 9/8/06 meeting. Motion passed.

Guest Speaker  Dr. Catherine Carter, Director of English Education will discuss the “American Diploma Project”

Using a power point presentation, Catherine informed the council on the American Diploma Project (ADP). ADP is a 22 state project sponsored by Achieve which aims to better prepare students for college and/or the workplace by focusing on raising curriculum requirements. Specifically, the goal of ADP is to require all high school students to have four mathematics and four English courses. ADP is also exploring class size, teacher wages and professional preparation. Catherine requested feedback on this initiative from the council and requested that council members spread the work to other colleagues on the project.

Discussion

Creating New Visions for Teacher Education DVD  Dale
The council viewed this DVD and discussed uses for this in some courses such as EDCI 231. Dale requested that the video be added to the SUTEP library for check out.

The council also discussed that SUTEP should publicize its library resources to our faculty members.

Electronic submission of curriculum proposals  Dale
The curriculum committee is requesting AA4s and AA5s be submitted electronically to Dale for distribution to the committee. A signed hard copy will still need to be submitted simultaneously.

Conducting a 10% inventory  David C.
David C. explained the process his department follows to conduct a 10% inventory. David selects someone in his department to conduct the inventory and submit a list of items verified.

*Undergraduate Assessment System*  
Renee distributed a diagram to the council on the CEAP Undergraduate Assessment System. Renee asked council members to share this with their units and review for any needed additions or changes. The council will review this diagram at the next leadership council meeting.

**Task List Status Report**

*Common Assignments*  
Current status of common assignments was distributed at Friday’s meeting. The status document and the completed common assignments with rubrics are available in the “Share on Mercury (H) drive” under *Accreditation 2007* and in the subfolder *Common Assignments*.

**Information**

*Future Ready Students for the 21st Century*  
Dale  
Handout included with meeting materials – please review.

*ECU Degree Opportunities*  
Dale  
Handout included with meeting materials – please review.

*NSF Program – “Discovery Research K-12”*  
Elaine  
Elaine will be attending a meeting at Appalachian State on October 10 to discuss this initiative, the realignment and consolidation of the teacher professional continuum. If others are interested in attending, please contact Elaine for additional information.

*Distribution of Inventory Sheets*  
Mary  
Inventory sheets sorted by WCU tag number were provided to the council members for use while doing the 10% inventory. Inventory sheets sorted by building and room number are available in the dean’s office.

**Standing Updates**

*Dr. Bob Houghton - Birth Kindergarten Elementary Middle Grades Education*  
By using Centra technology, distance education faculty members are able to participate in the department’s monthly training day. If other departments are interested in exploring this opportunity, Bob has offered to provide assistance.

*Dr. Jacque Jacobs – Educational Leadership and Foundations*  
ELF department faculty members are putting the finishing touches on a white paper to be submitted to Michael. This white paper is a proposition for a statewide program to prepare a highly qualified applicant pool of mathematics and science teachers for the community college system.

*Dr. Dale Carpenter - NCATE/DPI*  
Dale requested that council members be prepared to discuss “what do you do about students that you are concerned about and how do you deal with those issues in your department?” at a future leadership council meeting.

*Dr. Jacqueline Smith – Teaching Fellows, Model Clinical, Scholarships*  
Jackie reminded council members that the deadline for students to apply for scholarships is December 1st. Please encourage students to drop by the office of special programs to complete an application.
Important Dates

September 29, 2006

October 10, 2006

October 10, 2006

October 12, 2006, 9:00 to 2:00 PM

October 17, 2006

November 2, 2006

November 3-4, 2006

November 14, 2006

November 16, 2006, 4:30 PM

December 1, 2006

Fall 2006

Break by the Lake, Lake Junaluska

Academic Forum w/ Provost Carter

Teachers of Tomorrow Day, UC

NC TEACH State Advisory Board Mtg

Guidance Counselor’s Day for Student College Access

Kappa Delta Pi Initiation

Passages Retreat (High Hampton Inn)

Issues in Rural Education Conference

Diana Beasley, NC Teacher of the Year Guest Speaker, UC Theatre

Scholarship Deadline

Scholarly Activity Conference

The council meeting was adjourned at approximately 10:15 a.m.

Submitted by – Mary Rompf

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