

## College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Wednesday, July 16, 2014, at 9:30 a.m. in Killian 202.

**Members present:** P. Bricker, D. Carpenter, R. Corbin, K. Corzine, D. Grube, A. Malesky, L. Nickles, M. Rompf, D. Strahan, K. Winter

**Others present:** R. Wike for J. Stewart, B. Tholkes for D. Brotherton

**Members absent:** D. Brotherton, J. Stewart

**Minutes:** Motion and second to approve the minutes dated 6/4/2014 passed unanimously.

### Announcements

Judy Fleming has accepted a position with the College of Business as the Director of Advising.

There are about 100 Jamaican students (3 co-horts) on campus for the summer program. Dale C. also noted that there is a request to begin an Educational Leadership co-hort in Cali, Columbia.

UNC Board of Governors will hold their meetings on WCU's campus Thursday and Friday, September 11 and 12.

WCU's Talent Search: Project Discovery is a federally funded grant program whose mission is to provide guidance and encouragement to regional youth to pursue college. This program has been relocated from Student Affairs to CEAP's Human Services department.

Kim C. announced that she will be working with the NCCDD grant (*Road to Earning and Learning*) in addition to her responsibilities as the Director of Teaching Fellows Program and Special Programs.

**Guest Speakers:** Joel McKenzie, IT Security Specialist; Stan Hammer, Assistant CIO

Joel reviewed a draft document, *Data Handling Procedures Related to the Data Security and Stewardship Policy*, with the Council and requested feedback prior to campus implementation - expected Fall 2014. Joel noted that sensitive data will be evaluated and determined by data stewards and their designees, who are defined within university policy #97. Generally, stewards are the University's top-level administrators for their respective areas. Data is classified into five levels of security and three storage zones. One prevailing question for defining data is: *Do the data need to be encrypted?* The university is promoting use of campus storage solutions in place of Google docs and Dropbox for sensitive data use. A concern related to the storage of student course work maintained on non-WCU computers for adjuncts was discussed; this data may need to be encrypted. It is hoped that through university tools (file collaboration) this process will become simplified within one year. Initial questions may be routed through the IT help desk. The Council expressed a need for a go-to person prior to and during implementation in order to expedite action and responses.

## **Dean's Report**

- Consensus regarding state budgets has not been reached by the General Assembly. More to follow. A proposal on the table for a \$1000 increase for state employees looks likely. EPA employee increases may be funded/distributed differently.
- It appears that masters pay for teacher may be coming back as long as the master's degree is in the teaching area of the individual teaching.
- There appears to be agreement that common core standards will be reviewed; then, possibly replaced or rebranded as "North Carolina Standards".
- Project status –
  - Killian building lighting on the first floor is not complete.
  - The new combined 108/110 classroom appears to be finished but has not been released.
  - Removal of KL 107 platform and reorientation of the classroom is supposed to be next on classroom upgrade list using 14-15 funds
  - REID 108 has been refurbished with new classroom furniture
  - McKee G18 (former space used by Teaching Fellows) has been converted to faculty office space which may be used by distance faculty and/or adjuncts.
- The University plan is to use funding throughout the year and not have substantial "end of year" monies.

## **Search Committees**

Dr. Chena Flood will begin as the new Director of Field Experiences August 1.

Human Services just completed candidate interviews for the EDRS position. An offer will be extended.

Candidates will soon be invited to campus for the School of Teaching and Learning fixed term instructor position assigned to teach foundation courses and assist with edTPA scoring.

The tenure-track faculty position in the Psychology department is on-going. The department is currently reviewing applicants for the administrative support vacancy.

## **Curriculum Update**

**Kim**

Kim distributed curriculum approval dates for 2014-2015 and general information related to Curriculog, the newly implemented curriculum management system. This system, which talks to Acalog (WCU's catalog software), is expected to streamline curriculum processes and provide up-to-date tracking for users.

## **Business Items**

### *IHE Report*

*Renee*

Renee reviewed 13-14 IHE report data and noted that since CEAP's peak enrollment year, the College is reporting 38% less students receiving licensure.

### *NC Teacher Working Conditions Survey*

*Renee*

Professional development resources/needs in the western region were discussed based on data retrieved from the NC Teacher Working Conditions Survey. Renee will share this data with the Council electronically so that units may discuss potential professional development opportunities/offering for CEAP's partnerships.

### *Use of Classroom Space*

*Kim W.*

A report of classroom space/capacity and course maximum enrollment was reviewed recently by the Council of Deans. Dale asked units to review the report for room assignment capacity and related course enrollment caps. Space usage is one of WCU's metrics for funding.

### *Strategic Planning*

*Dale C.*

CEAP's Strategic Planning conference will be held on Friday, September 12, 1:00 PM, at NCCAT. At the planning session the College will look at the strategic plan, define priorities for college and programs, and align resources/establish budget priorities.

### *Classroom Layout Proposals, Updating Hallway Furnishings \**

*All*

- REID 110 (current capacity – 37)
- Killian 304 (current capacity – 49)
- Killian 305 (current capacity – 43)

The Council reviewed floor plans for three classrooms and selected layouts for new furnishings. Additional ideas will be solicited from the vendor for hallway furniture.

*\* electronic handout*

### **Task List**

- Opening School Refreshments - a sign up list was circulated at today's meeting.
- Holiday Luncheon
- Program and Department Meeting Minutes

### Leadership Council Meetings – Killian 204

Wednesday, July 16, 2014, 9:30 AM

Wednesday, September 3, 2014, **1:30 PM**

Wednesday, October 8, 2014, 9:30 AM

Wednesday, November 12, 2014, 9:30 AM

Wednesday, August 20, 2014, 9:30 AM

Wednesday, September 17, 2014, 9:30 AM

Wednesday, October 29, 2014, **1:30 PM**

Wednesday, December 3, 2014, 9:30 AM

### Other Important Dates

CEAP Opening Fall Meeting, 1:00 PM, KL102

CEAP Strategic Planning Day, 1:00 PM, NCCAT

CEAP Holiday Luncheon, 11:30 AM, KL 102

CEAP Honors and Awards, 4:30 PM, Grand Room

Wednesday, August 13, 2014

Friday, September 12, 2014

Wednesday, December 10, 2014

Wednesday, April 22, 2015

Dean Carpenter adjourned the meeting at noon.