

## College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Wednesday, July 17, 2013, at 9:30 a.m. in Killian 202.

**Members present:** D. Brotherton, D. Carpenter, K. Corzine, A. Malesky, L. Nickles, M. Rompf, R. Wike

**Other:**

**Members absent:** R. Corbin, D. Grube, M. Decatur, K. Ruebel, D. Strahan

**Minutes:** Motion and second to approve the minutes dated 6/19/2013 passed unanimously.

### Announcements

Dale C. welcomed Alvin Malesky to the Leadership Council.

A college picnic/barbeque will be held at the picnic shelter during the summer. More details to follow.

Lee announced that IT is backed-up on delivering computers which were ordered this past March and May. Some computers may not be deployed until after the start of the fall semester.

### Search Committee Reports

The Department of Human Services has two faculty searches which are on-going for educational research. One of the positions is fixed-term and the other position is tenure-track. Review of applicants for the tenure-track position will begin August 1<sup>st</sup>.

The vacant position in STL for as administrative support associate has been posted for recruitment.

### Dean's Report

The legislature celebrated "Thankful Tuesday" for reaching agreement on the NC tax bill. State budgets are still pending which means the Teaching Fellows program and NCCAT are still up in the air. The cost of higher education for a student in North Carolina at WCU is upwards of \$8,000 per semester, \$16,000 year.

Office relocations/moves within the College are just about finished. There were 40+ college members participating in the move.

The Killian building will be getting a new roof. Funding for this project came in late and must be spent soon. Construction is expected to begin on or around August 1. The hope is that the bulk of the more disruptive work will take place prior to the start of the semester. Loss of parking will occur and some parking spaces may be lost on a permanent basis in order to provide better mobility for the CAT-Tran. Open communication lines with the Dean's Office and Facilities will be needed to address noise concerns, etc. for course testing schedules for third floor classrooms.

Dale distributed a copy of the WCU Program Prioritization introductory report. This initial report was sent to campus in advance of final decisions so that university membership would have the opportunity

to read introductory remarks and gain a better understanding of the Chancellor's decision-making process. Final program decisions will be sent to campus tomorrow. A letter to students who are currently enrolled in programs which are being cut will be sent by the Chancellor.

The Disability Services Office has asked all colleges for their help in locating spaces within buildings for students who request testing accommodations. Dale has asked that faculty address individual course needs when possible. The TRACS Office will be the College point of contact for coordinating accommodation/space requests. Rooms which were mentioned as possible resources are: Taylor Huskins Conference Room (302P2), KL 201A, KL 214 open suite, McKee G18 and the former reading room in the STL suite in Killian.

Kim Ruebel is chairing the AVC position in the Office of Institutional Research and Effectiveness.

### **Business Items**

#### *Winter Courses/MAT Completion*

*Dan*

There are concerns related to students enrolled in masters degree programs and how these students would be able to complete their program prior to the proposed change in legislature which would end salary adjustments for teachers with a masters degree. A student request has been made concerning the feasibility of course offerings during the winter break. Dale discussed these concerns with Larry Hammer who is keeping in contact about this "what-if situation" with sister institutions. More will be known once the budget has been finalized.

#### *Proposed Revisions to the College Website \*(4)*

*Lee*

The College website has typically been reviewed for updating every two to three years. With this in mind Lee asked the Council: what is the message that CEAP would like to primarily emphasize to the public? Using Google Analytics Lee reported user-search frequency data to the Council. With this information Lee redesigned the initial college webpage in order to meet the needs of visitors to CEAP web pages. Lee asked the Council to assist in determining a general direction going forward. Dale requested that student focus groups be formed to advise this work. Lee will continue working with creative services, web services, departments, units and other constituencies to further this project, including Wheel Teach students and the Dean's Student Advisory committee.

#### *Student Advisory Committee*

*Dale C.*

Dale recommended to the Council the following changes to the Dean's Student Advisory Committee:

- Increase membership to at least 10 students
- Meet monthly (face-to-face and go-to-meeting format)
- Co-chaired by the Associate Dean
- Expand membership to at least ten students
- Provide for student leadership development, and significant and meaningful student involvement
- Student Advisory Committee membership will be appointed to serve on other college committees by the Dean

Departments and units are asked to submit student names (graduate and undergraduate) and contact information for students willing to serve on the Dean's Advisory Committee by Friday, August 9<sup>th</sup>.

*Chancellor's Memo re: Budget*

*Dale C.*

A copy of the recent budget memo from the Chancellor was provided to the Council which outlines current spending guidelines in accordance with the NC Legislature's restrictive continuing budget resolution. A finalized budget is expected by the end of July. Spending should be monitored to follow these guidelines.

*Workshops/Conferences*

*Dale C.*

The University is attempting to increase offerings of workshops and conferences across campus. When appropriate, the College should look to utilize Educational Outreach to facilitate conferences. Funds collected for conferences should be used for the event being planned. The overarching goal is to work together to find ways in order to successfully plan and implement these initiatives.

*Killian Hall Directory*

*Dale C.*

Council members reviewed proposed directory layout options and agreed that one of the most important purposes of the directory is to provide visitors with department and service unit locations, as well as, functions/programs housed within a department or unit.

*Opening School Refreshments*

*Dale C*

Council members may sign-up to bring refreshments for the Opening School meeting by contacting Lydia.

*College Representation on University Committees*

*Dale/Dept Heads*

Following the Leadership Council meeting, Dale met with department heads to review university faculty committee assignments for 13-14.

**Important Dates**

Leadership Council Meetings

Wednesday, July 17, 2013, 9:30 AM	Wednesday, August 7, 2013, 9:30 AM
Wednesday, August 21, 2013, 9:30 AM	Wednesday, September 4, 2103, 9:30 AM
Wednesday, September 18, 2103, 9:30 AM	Wednesday, October 2, 2013, 9:30 AM
Wednesday, October 23, 2013,9:30 AM	Friday, November 8, 2013, 9:30 AM
Wednesday, November 20, 2013, 9:30 AM	Wednesday, December 4, 2013, 9:30 AM
Friday, December 13, 2013, 9:30 AM	Wednesday, January 8, 2014, 9:30 AM
Wednesday, January 22, 2014, 9:30 AM	Wednesday, February 5, 2014, 9:30 AM
Wednesday, February 19, 2014, 9:30 AM	Wednesday, March 5, 2014, 9:30 AM
Wednesday, March 19, 2014, 9:30 AM	Wednesday, April 2, 2014, 9:30 AM
Wednesday, April 23, 2014, 9:30 AM	Wednesday, May 7, 2014, 9:30 AM
Wednesday, May 21, 2014, 9:30 AM	Wednesday, June 4, 2014, 9:30 AM
Wednesday, June 18, 2014, 9:30 AM	

Interim Dean Carpenter adjourned the meeting at approximately 11:15 a.m.