

College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Wednesday, August 21, 2013, at 9:30 a.m. in Killian 202.

Members present: D. Brotherton, D. Carpenter, R. Corbin, K. Corzine, M. Decatur, D. Grube, A. Malesky, I. Nickles, M. Rompf, K. Ruebel, D. Strahan, R. Wike

Members absent:

Minutes: Motion and second to approve the minutes dated 8/7/2013 passed unanimously.

Search Committee Reports

Dale B. announced that the Department of Human Services has hired Robert Crow to fill the tenure-track faculty position in educational research.

Kim announced that the Open House for Suite 201 will be held tomorrow from 10:00 a.m. to 2:00 p.m. All are welcome to stop by to tour the suite. Refreshments will be available.

The Office of Field Experiences has submitted a job description for an administrative support associate position.

The School of Teaching and Learning expects to fill its administrative support associate vacancy by September 1.

The Department of Human Services is currently recruiting an assistant professor for the Parks and Recreation Management program.

Dean's Report

Student learning outcomes/revisions are due next week for all departments. These will be posted to the university web-site.

Scheduling of classes for spring semester – Classes are to be scheduled across the day and throughout the week. There is renewed interest in looking at course scheduling from the University Master Planning Committee for purposes of facilities usage and ties to performance funding. Dale will provide a copy of the guidelines for scheduling courses following the meeting.

Across the University a 1960s theme will be celebrated throughout the academic year. A premier cover band will perform on the same date that the Beatles first appeared on the Ed Sullivan show. Colleges are encouraged to participate in the year-long celebration. Council members should begin thinking about ways to involve CEAP. Please contact Dale with any thoughts/ideas.

The Deans have been asked to review how independent study courses are monitored. Dale asked Alvin to chair the department heads in preparing a plan as to how CEAP would monitor independent studies.

Dale reminded departments to ensure that classes which are moved to different locations are updated in R25. This is important for awareness and ability to locate faculty and students in emergency situations.

Dale reminded council members that any items provided to the public as promotional items (“give-aways”) should include identification of WCU.

Conflict of Interest Reporting - Next year the conflict of interest process will move to an online reporting process. Questions have been raised related to conflicts and reimbursements of travel. If a faculty member is receiving travel reimbursement from an entity *other than WCU*, then this would be considered reportable.

Dale invited council members to eat dinner at his home on Friday, September 13.

Business Items

edTPA Commission

Lee

The target date for all programs to be on board with edTPA is two years. Lee reviewed with the Council the procedural difference between a “commission” versus a “committee”. Lee discussed that in order to facilitate decision-making and expedite implementation, the committee would like to serve as a commission. The Council discussed that the committee or commission could deal with day to day logistics and that budget decisions would be brought to the Council. Dale requested that the edTPA committee draft a written proposal for the Leadership Council to review. This document should include a timeline and process, and a mechanism for reporting to this council and the Professional Education Council, which is an advisory body to the Dean.

Early Field Experience Survey Results

Renee

Postponed to the next Leadership Council.

En Case

Dan

EnCase is software which provides a doorway to university owned computers by WCU’s legal department for the purposes of file access for litigation. A faculty member has brought this discussion forward and has made a request for further information. Specifically, how do other institutions handle information requests and computer access? The question is being raised as to what discussions were or were not held prior to this implementation. A motion was made and supported by the membership: due to voiced concerns related to the implementation of Encase software and a lack of formal discussions with the faculty, the Council proposes that discussions of EnCase be initiated by CEAP representatives on the Staff Senate, Faculty Senate and Council of Deans.

CONEC

Dan

A discussion came up at the STL Opening Meeting related to the election process and communications related to elections during the summer. Dale committed to work with this year’s CEAP Nominations and Elections committee in early spring in order to address the timeline for elections and to improve processes.

Budget

Mary

13-14 Project Value allocations and expected departmental operational budgets were reviewed with council members. Budget changes this year include the establishment of a permanent, recurring fund for the Office of Field Experiences; the establishment of a permanent, recurring fund for diversity initiatives related to curriculum and instruction; and a small increase of \$2,107 to the college-wide pool for project value funding. Information related to college-level budgets will be provided at the next Leadership Council meeting.

Close-out of Move

Dale C.

Dale asked the Council if there are items needed in order to close out the move, such as a conference table for KL 203. It was noted that there are a few mail delivery and phone issues that are currently being ironed out. Dale B. offered to investigate and report back on how CEAP may become more involved in recycling and what is the availability of recycling containers for work areas.

Dale asked the council if all college members have a computer. There is currently a backlog on the distribution of new computers which IT is working to address. It was noted that Amanda Chapman has been issued a “loaner computer” until her new computer is issued by IT.

Programs Overview

Dale C.

Dale asked the Council to begin thinking about what the program product mix/offerings would look like in the future, and to consider how state legislation may influence enrollment. Specifically, how does CEAP position itself to be viable in 10-20 years? Ten years ago public schools served 95% of the school aged population. In the last two to three years, this trend has changed. Public schools currently serve about 85% due to an increase in educational needs being met by charter schools and homeschooling. Virtual schools and work force development are growing areas. In a discussion about programs that CEAP does not have and what it may or should have, the Council talked about opportunities related to regional leadership for local government municipalities, movement from master’s degree programs to certificate programs, revitalization of TESOL and upcoming program changes related to distance course offerings in response to the needs of the region and state. Dale asked council members to engage colleagues in this discussion and to scan other programs/trends.

Important Dates

Leadership Council Meetings

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| 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 11:40 a.m.