# College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Wednesday, August 8, 2012, at 9:00 a.m. in Killian 202.

**Members present:** D. Brotherton, D. Carpenter, R. Corbin, J. Holt, D. Grube, D. McCord, L, Nickles, M. Ray

**Members absent**: M. Decatur, T. Rose, K. Ruebel, J. Stewart

**Others present:** M. Rompf

**Minutes:** Motion and second to approve the minutes dated 7/25/2012 passed unanimously.

**Guest Speaker:** David Claxton: *The Senior Campaign*

The *Senior Campaign* was established last year as a university tradition designed to encourage graduates to think about the university in terms of continued relationships post graduation. Last year there were 40 participants involved in the campaign. Each student made a $20.12 donation to the university and participated in a senior toast with the Chancellor. This year the university goal is to have at least 105 participants. Each college has been asked to provide five students to serve on the university senior campaign committee. David asked each department head to send 2-4 student names with contact information so that he can contact the students about serving on the committee.

David also reported that there are several new scholarships in the College and a large gift has been received to an existing scholarship. Brett Woods will become CEAP's contact in the Development Office.

**Announcements**

Dan announced that two instructors have been hired in the School of Teaching and Learning. Aubrey Ray will teach health/liberal studies courses and David Troy will teach health and physical education courses. The School is currently advertising an administrative support associate position.

Janice announced that Jackie Smith has taken a position with Swain County Schools. Melissa Johnson has accepted a position in the Department of Social Work. The College expects to hire Patricia Proffitt in an interim role while the College recruits a replacement for the Director and the Administrative Support Associate position. The Teaching Fellows picnic will be held next Friday, August 17th. Jackie and Melissa will both be in attendance to welcome the students back to campus.

Dale C. announced that Meagan Karvonen and Bianca Montrosse will move to the Human Services Department effective this academic year.

**Dean's Report**

Project value funds have been allocated to departments. Posting to department funds are pending.

Faculty and EPA salary increases are being determined. UNC system is expected to distribute the funds across the board at 1.2 percent; although, there may be an allowance made for flexibility of up to 3 percent based on available campus funding.

The University will initiate a program prioritization process this year. It is expected that this process will be faculty driven with the Provost participating as a committee member. Dr. Brenton invites input as this process is developed.

Strategic planning and master planning for the campus are on the agenda for this year.

Dale C. noted that the Provost is looking at developing a campus-wide room usage policy in response to colleges and units which have unique usage needs/requests similar to KL102.

The College will publish 2 – 3 electronic newsletters on an academic year basis. Units are asked to submit short articles to Lydia for a September publication.

Professor Emeritus webpage is out of date. Dale will send this information to departments for updating.

Requests for RFPs for the next NC Quest grant cycle have been announced. A technical assistance meeting will be sponsored by UNC-GA on August 29th.

**Business Items**

*Opening School Meeting* *Dale C.*

This year when recognizing newly tenured and promoted faculty, a senior faculty member from each department will come forward to welcome the newly tenured faculty members to the community. Department heads will assist in contacting/identifying a faculty member to represent each department.

The Council reviewed the opening school power point, introductions and made updates as needed.

*Conference Room Display of Former Deans* *Dale C.*

Dale asked the Council for input regarding how to hang the portraits in the Dean's conference room. The Council agreed to add Perry's portrait to the wall where three deans' portraits are currently hung.

*Conceptual Framework Image ** *Dan/Lee*

Lee had contacted Creative Services to draft images for the new college conceptual framework. Two images were created. The Council preferred the second image and recommended that the header "conceptual framework" be removed. Lee will ask Creative Services to provide a few options on the preferred design which will be presented back to the Council, the School of Teaching and Learning faculty and the Professional Education Council.

*Networking/building Relationships with the Community College* *Janice*

Jenny, Belinda and Rachel have met with community colleges face-to-face. To continue this effort, TRACS is exploring holding a "GoTo" meeting with community colleges in order to review the following items:

- WCU Changes
  - What is TRACS
  - Introduction of the new Inclusive Education program
  - Articulation Agreement status (they no longer exist) and 2 step sheets
- Transition Advising
  - Admission to Teacher Education requirements (importance of Praxis I before arrival, transfer GPA matters, take EDU 216 at CC, C or better in ENGL 101)
  - Realistic timelines for degree completion for transfer students
  - Importance of getting started with concentration courses at the CC (and the new STEM Elementary SAC)
  - BK distance program: How does it work?

Janice asked the Council for input on the initiative. The Council endorsed this idea and suggested that this program include on-going contacts which include both "GoTo" and face-to-face options. Psychology would like to participate in these meetings.

*Requests for Attendance (Provost Office)* *Dale C.*
Recently the Provost Office sent a request for attendance at events. In addition, the Provost Office is asking departments to schedule a department meeting with the Provost.

*Committees ** *Dale C.*
Following Leadership Council, Dale met with department heads to review committee assignments.

**Task List Status Report**
***** *handouts sent electronically*

**Task List Status Report**

**Important Dates**

| | |
|---|---|
| WCU Opening Assembly, Bardo Performing Arts | Wednesday, August 15, 2012, 8:30 AM |
| CEAP Opening Semester Meeting, KL 102 | Wednesday, August 15, 2012, 1:00 PM |
| CEAP College Mug w/Chancellor Provost, KL102 | Wednesday, October 24, 2012, 2:00 PM |
| CEAP Honors & Awards, UC Grand room | Wednesday, April 10, 2013, 3:30 PM |

<u>Leadership Council Meetings</u>

| | |
|---|---|
| Wednesday, August 8, 2012, 9:00 AM | Wednesday, August 22, 2012, 9:00 AM |
| Wednesday, September 5, 2012, 9:00 AM | Wednesday, September 19, 2012, 9:00 AM |
| Wednesday, October 3, 2012, 9:00 AM | Friday, October 12, 2012, 9:00 AM |
| Friday, November, 2, 2012, 9:00 AM | Friday, November 16, 2012, 9:00 AM |
| Wednesday, November 28, 2012, 9:00 AM | Wednesday, December 12, 2012, 9:00 AM |
| Wednesday, January 9, 2013, 9:00 AM | Wednesday, January 23, 2013, 9:00 AM |
| Wednesday, February 6, 2013, 9:00 AM | Wednesday, February 20, 2013, 9:00 AM |
| Wednesday, March 6, 2013, 9:00 AM | Wednesday, March 20, 2013, 9:00 AM |
| Wednesday, April 3, 2013, 9:00 AM | Wednesday, April 17, 2013, 9:00 AM |
| Wednesday, May 1, 2013, 9:00 AM | Wednesday, May 22, 2013, 9:00 AM |
| Wednesday, June 5, 2013, 9:00 AM | Wednesday, June 19, 2013, 9:00 AM |

Dean Carpenter adjourned the meeting at approximately 11:00 am.