

College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Monday, November 14th, 2022, at 9:00 AM, UC Cardinal Room

Members present: K. Winter, K. Asberg, R. Aton, P. Bricker, A. Chapman, L. Hardie, E. Myers, L. Nickles, A. Perry, L. Roberts, J. Stewart, K. Tracy

Absent: C. Rogers

Announcements:

- Kelly Tracy mentioned that the CEAP Student Ambassadors were great at open house.
- Jenny Stewart shared that a new CEAP social media manager is coming on board and that STEP is also getting great press here lately.
- Kim Winter mentioned that EOE is also in the press and the UP has huge crowds at Open House.

Guests: None.

Minutes: Motion by Lee Nickles and second by Kelly Tracy to approve the minutes dated October 24th, 2022, passed unanimously.

Search Updates: Unit Heads

Unit	Open Position	Status
PSY	#1580, Assistant Professor: Clinical Psychology	Posted 9/16/22
PSY	#1534, Assistant Professor: Biological, Neuropsychology, or Clinical	Posted 6/7/22
PSY	#231540, Assistant Professor: School, Clinical, or Combined	Posted 9/21/22
Human Services	#005126, Administrative Support	Posted 11/9/22
Suite 201	#2191, Administrative Support	Posting soon

Psychology

Kia Asberg

- Position #1534 – completed first candidate interview. The second candidate is this week. Hoping to make an offer soon.
- Position # 1580 – Two candidates identified and ready to be scheduled.
- Position # 231540 – Zooming with candidates this week.

Human Services

April Perry

- Position #005126 – Patty Harley is retiring at the end of this calendar year after 15 years at WCU. Position is posted and they’re hoping to get someone in as soon as possible.

Suite 201

Patricia Bricker

- They are working on reclassifying this position from Administrative Support Associate to Specialist and get it posted ASAP. Hoping to create some leadership opportunities for that position and additional support for Suite 201.

Continuous Improvement:

None.

Lee Nickles

Curriculum Update: New items are yellow in the attached highlight. Anything not highlighted has been discussed previously.

Patricia Bricker

**Business Items:
Dean’s Report**

Jamaica Graduation

Attended two graduations in Jamaica last month.

Kim Winter

Fiscal Updates

Non-Recurring Budget Request Forum

Discussion ensued and items were ranked. See below.

Lynley Hardie

CEAP RANKING of Non-Recurring Budget Requests

Ranking	Dept.	Description	Cost	Notes
1	STL	Reid 108 Furniture Refresh	\$ 25,972.15	Move to AA Division.
2	STL	Reid Trophy Wall Update	\$ 5,797.00	Move to AA Division.
3	Suite 201	CEAP Laptop Cart Refresh (10 new laptops)	\$ 13,574.90	Move to AA Division.
4	Suite 201	iPad Cart Refresh (15 iPads and cases for each)	\$ 8,894.25	Move to AA Division.
5	STL	Metabolic Cart	\$ 1,680.00	CEAP cover with indirects.
6	PSY	Health Psychology Lab Supplies/Equipment	\$ 3,081.42	CEAP cover with indirects, summer, and maybe cost-share with PSY
7	HS	Video Cameras (BK Field Exp & Internships)	\$ 4,524.04	CEAP cover 2, HS 1 and Lee's E&T 1, cost share.
8	HS	BK Marketing Video	\$ 3,000.00	Cost-share TRP & CEAP
9	PSY	Faculty Office Furniture Refresh	\$ 1,687.42	Department to pull costs, to piece together items.
10	STL	Travel Support: Doss - NCAGT Board of Directors	\$ 221.27	STL will pay and CEAP will cover any over and above that they cannot.
11	STL	Travel Support: Stringer - Whole Child NC Advisory Committee	\$ 945.00	STL will pay and CEAP will cover any over and above that they cannot.
12	STL	TRUE Program Support	\$ 2,835.00	If Intentional Learning Grant comes through, CEAP can cover the rest. Lodging, van, gas.
not ranked	CEAP	Killian Suite 203 Remodel	\$ 200,000.00	Request on current FM Project List
not ranked	CEAP	Killian 311 Sink Renovation	\$ 10,000.00	CEAP Cover the following quote and further discussion.
not ranked	Suite 201	inPlace Software Adoption (see explanation on request)	\$ 7,000.00	Not needed until FY24. \$72,250 + \$7,000 or \$7,000 + \$140 out of pocket from students.

CEAP Honors & Awards Celebration	Kim Winter shared the plans to change some aspects of the Honors & Awards Ceremony into an evening celebration that would bring together donors, stakeholders, CEAP Ambassadors, and other stakeholders for the ceremony, advisory council meetings, and a dinner. Discussion ensued.	Kim Winter
Faculty & Staff Senate Updates	<i>Faculty Senate</i> Tabled due to time constraints.	Kia Asberg
	<i>Staff Senate</i> Tabled due to time constraints.	Lynley Hardie
Psychology Update	Tabled due to time constraints.	Kia Asberg
Human Services Update	Tabled due to time constraints.	April Perry
School of Teaching and Learning Update	Tabled due to time constraints.	Kelly Tracy
Suite 201 Updates	<i>Teacher Education</i> Tabled due to time constraints.	Patricia Bricker
	<i>Advising, Licensure, & Student Support Services</i> Tabled due to time constraints.	Jenny Stewart
	<i>Office of Field Experiences</i> Tabled due to time constraints.	Amanda Chapman
	<i>Technology / Assessment</i> Tabled due to time constraints.	Lee Nickles
Information Only	None.	
Discussion:	<i>Project Kitty Hawk Academic Advisory Group</i> One per college, a graduate program was recommended for the committee. April Perry to ask HR Program.	All
	<i>Spring SPA Day Agenda**</i> There have been several brainstorming sessions about the overall structure and how it might be improved. Looking at the idea of having a Strategic Planning, Innovation, and Continuous Improvement Panel Discussion and who might be a good moderator. Soliciting for questions to ask. If anyone has any thoughts or feedback, please get in touch with Lee Nickles. Lee Nickles mentioned that the CEAP Assessment Committee bylaws are outdated and need revision. The plan is to send the revised bylaws out two weeks or so before SPA Day, and a vote could take place at SPA Day or April State of the College.	All

Strategic Planning and Innovation:

Celebrations & Pain Points

Celebrations
Tabled due to time constraints.

All

Pain Points
Tabled due to time constraints.

All

Think Tank & Follow Up

Think Tank, Assessment
Tabled due to time constraints.

Lee Nickles

Equity Summit Follow-Up
There is a plan to host the equity summit again in 2023-2024.

April Perry

***handouts were sent electronically and are stored in the CEAP Share Drive.*

2022-23 Leadership Council Meetings (Think Tank Assignment)

- September 26
- October 24 (Human Services)
- November 14 (Assessment)
- January 9 (School of Teaching & Learning)
- February 13 (Teacher Education/Accreditation)
- March 13 (Field Office)
- April 10 (Advising, Licensure, Student Support)
- May 15 (Psychology)
- June 12

Important Dates

- ⇒ August 17, WCU Opening Meeting ^ +
- ⇒ August 17, CEAP Opening Meeting * ~
- ⇒ August 19, Convocation ^
- ⇒ September 16, SPA Day 1 (staff attend as assigned by unit head) * ~
- ⇒ December 9, CEAP Holiday Luncheon
- ⇒ December 17, Commencement ^
- ⇒ January 27, CEAP SPA Day 2 * ~
- ⇒ April 21, CEAP State of the College * ~
- ⇒ April 24, CEAP Honors & Awards ^
- ⇒ TBD, WCU Awards ^ +
- ⇒ May 12 & 13, Commencement ^

* Events that are non-negotiable, required events for faculty (barring an emergency, of course)

~ Events non-negotiable, required events for staff (barring an emergency, of course)

^ Event that *all faculty should* attend

+ Event that *all staff should* attend