



Leadership Council Meeting - Minutes

11/10/14 ~ COED 110

Present: Ellen McIntyre, Melba Spooner, Dawson Hancock, David Pugalee, Laura Hart, Scott Kissau, Kathie Goldman, Mike Putman, Amanda Macon, Joyce Frazier, Emily Stephenson-Green, Dane Hughes, Victor Mack, Jim Bird, Belva Collins, Kris Duryea, Hank Harris.

1. Business Continuity Presentation ~ Chris Gonyar

Shawn Kiley, Business Continuity Analyst and Chris Gonyar, Director of Business Continuity provided a presentation on Continuity Planning which is the planning and preparation for operations in times of emergencies. This planning will help to protect assets and promote resiliency. A COOP (Continuity of Operations Plans) needs to be completed. A COOP is a survey that will ask questions and help us in our planning of operations. Each department needs to complete this survey which is on the BCP google site. They can provide assistance to the unit directors if needed.

2. Announcements

○ David Imig Presentation ~ Nov. 18, 2:00-3:00 COED 110

Department chairs and program directors are invited to attend this presentation, "Trends in Doctoral Education".

○ Search Committee training

Members of search committees must have on-line training every year and ADVANCE training every 5 years. Melba has been able to add our college to the ADVANCE training being given to Language and Culture Studies. Date and time to be announced. Kathie has sent a list of all members of search committees. We will find out who needs training.

3. Winter Social Planning ~Reading Day 12/4/14 ~ Kathie

It was determined that no changes will take place for the winter social this year. Rebecca Shore is planning the music again and will make an announcement at Friday's faculty meeting.



4. Duke TIP Program ~ Victor

Victor along with Michael Matthews asked the council about participating and providing funding for this event which celebrates the achievement of gifted students. It was determined that admissions should be involved and more data is needed for our involvement.

5. College Faculty/Staff Meeting Agenda

Ellen stated that she will speak about raises and how they are determined, the work load policy that Bob and Diane are working on, the Reading Day luncheon, faculty supervision, David Imig presentation. Dawson added that he would like to speak about some big grant announcements. There was discussion on how faculty will know about changes in the work load policy.

6. NCTQ

There is a new report on rigor in education. This is not a new study. Ellen received a letter back in July asking for new data on program information. Do we want to respond? In the past we responded through our legal department. This is a [public record and they will be contacting our partners. Laura will speak at the superintendents meeting on Thursday and alert them about this and that we will be sending out a communication from Ellen for the principals with information on this study.

7. NC BEST

This group is looking at getting Teaching Fellows back. Ellen asked everyone to look over these documents and get back to her with a recommendation.

8. Other business?

- Chairs asked Ellen about summer salaries since they need to submit their plans to summer school by Dec. 1. Ellen will review and get back to them soon.
- Strategic Planning: planning meetings will be held in January or February.

Meeting adjourned 11:45 a.m.

Next Leadership Council Meeting ~ December 8, 10:00a.m., COED 110