

## CAPEA Executive Council Meeting

**Minutes for 10/17/09**

**Approved 12/03/09**

Submitted by  
Delores B. Lindsey  
CAPEA Secretary, 2009-2010

### I. Welcome and Introductions:

Meeting was called to order by Dr. Wayne Padover at 12:15 pm following the CAPEA Fall Conference.

Dr. Wayne Padover welcomed the Executive Council members. Please note the distinction between the Executive Council composed of all of the leadership listed below. The Executive Committee is a leadership subset of the Executive Council and is composed of the President, President-Elect, Treasurer, Secretary and Past President:

Officers: Executive Committee members

President: Dr. Wayne Padover (present)

President elect: Dr. Don Wise (present)

Secretary: Dr. Delores Lindsey (present)

Treasurer: Dr. Thelma Moore- Steward (present)

Past President: Dr. Phyllis Hensley

Directors:

Dr. Bob Kladifko (present)

Dr. Floria Trimble (present, although needed to leave at 12:30 p.m.)

Dr. Ron Oliver

Dr. Cheryl Ward (present)

Dr. Dan Cunniff (present)

Dr. Chris Thomas (present)

Historian:

Dr. Louis Wildman (present)

Journal Senior Editor;

Dr. Deb Erickson

ACSA-CAPEA Co-Chair:

Dr. Tony Avina

CSBA Liaison:

Dr. Ron Leon

CTC and NCPEA Liaison:

Dr. Gary Kinsey

UCEA Liaison:

Dr. Linda Hauser (present)

Diversity Committee Chair:

Dr. Delores Lindsey (present)

Membership and CAPEA Coordinators Chair:

Dr. Chris Thomas (present)

Webmaster:

Mr. Richard Feldman

Please note the Journal Editor and Associate Editor positions have not been designated at this time.

II. Overview of the year by Dr. Padover

Dr. Padover previewed the goals-oriented process for developing the work for the year. He proposed and the group discussed an alternate monthly meeting schedule.

III. Dr. Padover presented a draft of goals for the year (see attached CAPEA Goals Agenda 2009-2010) and enlisted the Executive Council to provide leadership of Standing and Ad-Hoc Committees (aka Task Committees) as per the “goal agenda.” After discussion of the proposed goals, members decided to add an Ad-Hoc committee to address the political implications surrounding Commission on Teacher Credentialing (CTC) requirements and our involvement with the legislative community regarding CAPEA’s needs and ideas.

IV. Meeting schedule: Dr. Padover facilitated a discussion about the following items (a – h) and it was determined to have the Executive Council meet via conference call during November and determine the year’s schedule of meetings at that time. Dr. Wise will facilitate a determination of the November meeting date through the use of Survey Monkey. Naturally, Executive Council Members will be notified.

- a. Executive Council Meets – October 17, 2009, December, February, April, June & August
- b. Executive Committee Meets – November (to be determined), January, March, May, July & September – Meeting notes provided to Executive Council.
- c. Agenda materials for Executive Council Meetings to be sent electronically to Executive Council Members one week prior to meeting to provide adequate time for review and preparation.
- d. Executive Council Meeting to be a maximum of 90 minutes unless extended a maximum of an additional 30 minutes by a majority vote of the Executive Council.
- e. Executive Committee Meetings generally not to exceed 60 minutes unless consensus agreement to extend for specified amount of time.
- f. Will utilize free conference.com to convene our meetings
- g. Select time and day for both Executive Council and Executive Committee meetings – utilize Survey Monkey: Dr. Wise will use survey monkey to help determine best day of week to hold conference call meetings.

- h. Added item: Dr. Padover facilitated a discussion about the best dates for CAPEA Spring Conference. The discussion took into consideration ACSA's Leg Action Day in Sacramento as well as NASSP/NCPEA dates as possible conflicts. The Spring Conference will be held in Sacramento. Dr. Wise is working with hotel(s) to determine the location for the Conference. After much discussion, Dr. Luis Wildman moved for the CAPEA Spring Conference be held on March 5th and 6<sup>th</sup>, 2010. Dr. Chris Thomas seconded the motion. Motion passed.
  
- V. Next steps:  
President, Dr. Padover will confer with each Executive Council member to clarify roles. He also confirmed that Dr. Linda Houser, is appointed as Liaison to the University Council of Education Administration (UCEA) and explore ways to develop a stronger relationship with the organization as mentioned in the CAPEA By-Laws.  
The meeting was adjourned at 1:00 pm.