

MINUTES

SOE Dean's Leadership Council (DLC)

Tuesday, March 28, 2023

117 Wham

2:00 – 3:00 p.m.

Present: M Cecil Smith, Saran Donahoo, Stacy Thompson, Grant Miller, Naomi Arseneau, and Debbie Blair

Absent: Christie McIntyre, Shannon Schroeder

1. Call to order (2:00 pm)

- a. 2:06pm

2. Approval of minutes

- a. Motion to approve, so moved per Saran Donahoo
- b. Second per Grant Miller
- c. All present in favor

3. Dean's List

- a. Day of Giving: Chancellor's Announcement (2 pm today)
 - \$2 million raised so far for SIU.
 - \$8,761 to School of Education at 2 pm.
 - Viewed Chancellor livestream with SIU Foundation
- b. Honors Day (Saturday, April 1, 1 p.m., Davis Auditorium)
 - Kimberly Radostits, Illinois Teacher of the Year will be the speaker.
- c. Hunt Institute Educator Diversity Summit
 - Discussed challenges and barriers to developing diverse workforce in education.
 - How to implement/assess: Mentoring; how do we mentor? Safety?
 - Discussed with State Representative Carol Ammons the need for having student teaching paid for.
- d. 90-second videos for social media
 - Everyone gets a turn in the spotlight!
- e. Audrey Haar
 - She will take DLC meeting minutes; discussion of doing the course schedule responsibilities- depends on fall schedule.
- f. UCLC Site Director search
 - Carlos Uresti in current position.
 - Actively looking for candidates; retired/Assistant Superintendent? Curriculum Director?
 - **Question for Christie McIntyre:** When does search end?

Other Open Searches:

- NTT SPED
- NTT Early Childhood
- NTT Elementary Ed.
- NTT Public safety
- NTT Online EDD – Lit Review APA

4. Updates

- a. Associate Dean: Saran Donahoo
 - Will be signing Grad clearance forms.
 - Provided working copy of job description for Graduate Programs Specialist.
 - Let her know if you have any changes.
 - Want them as *continuing* rather than *term*.
 - Proposed changing title to Academic Program Specialist.
 - Prelim assessment began.
- b. Director of Teacher Education: Christie McIntyre
 - Absent
- c. Undergraduate Programs: Stacy Thompson
 - Elem Curriculum Guide approved by ELED faculty on March 24, 2023
 - Working on Spring 2024 course scheduling.
 - Six set to interview with GYO early April. Candidates will then be sent to Naomi Arseneau.
 - Need to return some funds to GYO.
 - Quarterly report due mid-April.
 - Will start Associate Dean position effective April 1st.
- d. Graduate Programs: Grant Miller
 - Meeting for Graduate Programs held last Friday. Discussed programs and feasibility with current number of faculty.
 - Meeting with Saran held Monday regarding GA assignments.
 - Need final word by Friday.
 - Robert Mclendon, GA for Advising office when Patrick graduates.
- e. Advising: Naomi Arseneau
 - Meeting with new incoming students April 10
 - Make sure plans are in Degree Works
 - Automatic message created that will be sent to students who are ready for advisement with link to schedule with an advisor.
 - WED advisement, send to Liz and Deena per Saran Donahoo.
- f. Recruitment & Retention: Shannon Schroeder

- Absent
- g. Dean's Office: Debbie Blair
 - Strategic plan folder in OneDrive
 - External Evaluation Committee can access materials.
 - Scan related materials and send to Debbie Blair.
 - Rebate from Ameren, able to add more lights in building.
 - Copier codes given out to print. Waiting on IT to come so they can print from computer.
 - Robert had family emergency, unable to come give update on how to use equipment.
 - Waiting on physical plant to come move items.
 - Retirement Luncheon held last Friday went well.
 - Showed new spaces: library for students, Welcome Center, etc. Received good responses.
 - Found tables for Naomi Arseneau for students to register at.

Practice for Honors Day Thursday at 10:00am. Meet at Davis.

5. Executive Session

Next meeting: April 4, 2023