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.
         o $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
    o External Evaluation Committee can access materials.
    o 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.
    o 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