MINUTES
SOE Dean’s Leadership Council (DLC)
Tuesday, April 4, 2023
117 Wham
2:00 – 3:00 p.m.

Present: M Cecil Smith, Saran Donahoo, Christie McIntyre, Stacy Thompson, Naomi Arseneau, Shannon Schroeder, Debbie Blair
Absent: Grant Miller

1. Call to order (2:00 pm)
   a. 2:02pm

2. Approval of minutes
   a. Motion to approve, so moved per Stacy Thompson
   b. Second per Debbie Blair
   c. All present in favor

3. Dean’s List
   a. Honors Day review
      • 43 students attended.
      • Proposed ideas for future:
         o Bring in the National Teacher of the Year to present.
         o Record and/or live stream the presentation
         o Photo booth or back drop
         o Possibly move it to a bigger location
            ▪ McLeod or Health Center auditorium?
         o Gift or thank you to send to Teacher of the Year/presenter.
      • Shannon proposed sending a thank you gift to Teach of the Year, Kimberly Radostits
   b. 90-second videos for social media
      • Let’s do some videos this week!
   c. AERA meeting, April 13-16 (Chicago); virtual, May 4-5
      • Dean will be out April 12-17, possibly all the next week (17th-21st)
   d. All-School meeting: April 28 (time TBD)
      • Reception to follow.
         o Proposed changing the meeting date to April 27 due to a conference at Touch of Nature on April 28.
   e. Will have a staff meeting next week to discuss April 20th drill.

4. Updates
   a. Associate Dean: Saran Donahoo
• Discussion of GA positions
  o Christie McIntyre keeping two GAs.
    ▪ Drop one based on performance/ending remote work (Ping Ping)
  o Stacy Thompson would like two GAs. Will make a final decision.
• Working on Annual Review letters

Niya will get with Bill to get advisor position in Higher Touch.
• Proposed Saran, Liz, Carlos or Stephen Poggendorf, and Stacy (chair) be on the search committee.

b. Director of Teacher Education: Christie McIntyre
• Continuing to review software platforms.
• 74 applications for TEP program this fall.
• Conference for Early Childhood going along great.
• Resolution passed to postpone edTPA again.
  o Clinical supervisors need something to assess P-12 learning in the classroom.
  o Proposed collaborations with area principals.
  o Need to gather data.

c. Undergraduate Programs: Stacy Thompson
• Working on course articulations
• Working on flyer for superintendents, will work with Christie McIntyre
• Fixing flyer for Extended Campus, University Center
• Start interviews for GYO cohort tomorrow.
• Early Childhood faculty search
  o Will meet with the Dean on the 11th at 9:15am

d. Graduate Programs: Grant Miller
• Absent

e. Advising: Naomi Arseneau
• Began registration for special populations yesterday.
• Registration opened today for seniors.
• New enrollment report next week
• Issues with fall schedule
  o EDUC 301 overlaps with another course
    ▪ Has done overrides for students for the time being.
  o Proposed adding beginning and end dates to course schedules.
• Wondering if there is training in place for GAs?
  o Need consistent message sent to students.
o Have students take courses that work towards degree to raise GPA.

f. Recruitment & Retention: Shannon Schroeder
   • Game Day is tomorrow, April 5th from 2-5pm!
   • Orientation season is getting ready to start.
     o Faculty attend lunches if available, not required.
   • Will be out most of the morning on NSO days.
   • Enrollment targets are due on Monday.
   • Copies of Shannon’s Strategic Plan report were shared by the Dean; use the format as a template moving forward.

g. Dean’s Office: Debbie Blair
   • Movers are coming tomorrow to move the last pieces from Pulliam.
   • Working on scholarships

5. Executive Session (if needed)

Meeting Adjourned at 2:58pm

Next meeting: April 11, 2023