MINUTES

SOE Dean’s Leadership Council
Tuesday, September 12, 2023
Wham 117
2:00 – 4:30 pm

Present: M Cecil Smith, Brad Colwell, Stacy Thompson, Christie McIntyre, Shannon Schroeder, and Debbie Blair.

1. Call to order.

2. Motion to Approve Minutes.
   a. Christie motioned to approve the minutes with noted changes.
   b. Shannon seconded.
   c. Motioned passed.

3. Updates
   a. Academic Affairs/Graduate Programs: Brad Colwell.
      • Had first Mentor Meeting with new faculty.
      • Reviewing catalog.
      • Graduate School is updating our information on their website.
      • Reviewing the SoE Ph.D. program.
         o What does a single Ph.D. mean.
      • Peer Reviews Suggestion.
         o One observation outside and one observation inside SoE.
   b. Undergraduate Programs: Stacy Thompson.
      • Submitting form 90’s and 90a’s.
      • Scheduling changes for spring.
      • Meeting with search committees.
      • Held a GYO meeting.
   c. Office of Teacher Education: Christie McIntyre.
      • Attended Ag. Advisory Council Meeting.
         o Teachers in their field meet to discuss curriculum.
         o They meet with all their students individually to find out their area of interest.
         o This helps to know where to place students for student teaching.
      • Held Clinical Supervisors meeting.
      • Review the student’s admission process in SLATE.
      • ITI.
         o Seven school districts now involved.
         o Recent emails indicate potential funding for next year.
d. Advisement: Shannon Schroeder.
   • Spring advising begins September 18.
   • Campaigns went out to students encouraging to make advisement appointments.
   • Registration begins on October 31.

e. Recruitment & Retention: Shannon Schroeder.
   • SIU Education Day.
     o Have received four presentations from faculty.

f. Dean’s Office: Debbie Blair.
   • Reaching out to faculty for TARF’s, GA assignments, and Prelims.
   • Assisting students and assisting faculty.

4. New Business

a. Enrollment.
   • Elementary Education down 42 students.
     o Dean Smith will meet with Elementary Ed faculty.
     o Review curriculum.
       ▪ Community College math requirements.
   • Special Education down 13 students.

b. Dean’s Council.
   • Retention Retreat on Sept 26.
     o Student Retention.
     o SoE strategies.
       ▪ Discussion of having a Student Success team.
       ▪ Faculty to review students’ progress and meet with students.
       ▪ Faculty member to chair the team.

c. SoE open positions.
   o The request to hire was submitted for the Chief Academic Advisor position.

d. GYO.
   • District 95/JALC.
     o Meeting at JALC on September 29 for paraprofessionals and staff.
     o PEL in Special Education.
   • Liza Pappas.
     o Mytzy Rodriguez new Program Coordinator in Lake County.
     o Student Navigator role and recruitment.

e. COVID.
   • Faculty and staff must take sick or vacation days if ill.
   • Faculty inform the Dean’s office regarding face-to-face classroom arrangements.

Next meeting: September 19, 2023