

## SDC LEADERSHIP TEAM MEETING MINUTES

April 24, 2017 / Carpenter Hall 521 / 3:30pm-5:00pm

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**3:30pm**

### Announcements

- INTO “Familiarization” events
  - Today’s events went well. Jaime and Bob helped, along with Shelby Ruis, Kelli Young, and Melanie Young (ID students who helped put the Knoll show together). Phil expressed gratitude for their support.
  - Three SDC ambassadors will be helping tomorrow in Jones.
- SDC Teaching Awards
  - Since reopening the vote, 35-40 additional votes came in. Phil reviewed the votes and there are four clear winners.
  - Awards will be presented at the faculty staff meeting Wednesday, May 3. A potluck will follow the faculty-staff meeting [Action item: Carrie work with Jessica to organize the potluck].
- SDCPPM
  - The SDCPPM has been posted and shared with the faculty and staff. Feedback was requested by May 8, 2017. Jaime did a fantastic job getting all the links up on the web for easy access (when the manual is adopted).
- Capstone/Reveal/Portfolio
  - Updates were shared.
- Commencement
  - Proper attire was shared (regalia must be worn). Bob, Phil, and maybe Jason will attend. Max and Matt C. may attend.
- SDC Visioning Exercise IV
  - The next SDC Visioning Exercise is today at 5:00pm.

**4:00pm**

### TA Applications

- Applicants were discussed, and we came to decisions/resolutions on most. Jaime will update the spreadsheet and resend it to the leadership team. Carrie and Jaime will work together to confirm offer letter dates and data. [Action item: Jason talk to Anne].

### Upcoming reminders:

Mon., Apr. 24: Vision Session IV  
Fri., Apr. 28, VCEA Capstone Expo, CUB Senior Ballroom  
Mon. May 1: LT Meeting (regular time)  
Tue., May 2: Studio clean-up/key return (12:00pm-1:00pm)  
Wed., May 3: Faculty-staff meeting & potluck  
Sat., May 5: Commencement reception (11:00am-12:00pm)