Black Hills State University
College of Education
Minutes of the Recruitment Committee Meeting
Monday, September 15th, 2008
3:00 p.m. – Student Union #222

Present: Faye LaDuke-Pelster (presiding), Melanie Hurley, Michael Tolan, Nancy Whitcher.
Absent: Mary Jones, Mary Goebel.

Review of Faye's Agenda meeting with Dean Hall (Committee Goals)

- Elect Committee Secretary to keep minutes.
- Staff all "Preview Days" with 1, preferably 2, Recruitment Committee members.
- Create COE Display Board for use at "Preview Days" and other related functions.
- Event planning for Social at the Center for Native American Studies (9/25 @ 2:00 p.m.).
- Committee's role in the Future Teacher Academy Grant with Emporia State University.
- Implement (create) a plan to increase or maintain a diverse pool of applicants.
- Review (Recommend/Revise) COE Marketing materials.
- Establish meeting times and goals for the year.

Elect Committee secretary responsible for keeping minutes
Michael.

Staffing Preview Days, ***Tentative Schedule*** (BHSU days are 11:30-1:00, Jacket Legacy Room)
10/10/08 (BHSU, Friday): Melanie & Nancy
10/28/08 (Pierre Ramkota, Tuesday): Nancy?
11/06/08 (Sioux Falls, Thursday): ?
11/08/08 (BHSU, Saturday): Faye & ?
11/13/08 (RC Holiday Inn, Thursday): Melanie & ?
12/05/08 (BHSU, Friday): Melanie & Mike?
02/13/09 (BHSU, Friday): Michael & Melanie?
03/20/08 (BHSU, Friday): Nancy? & ?
04/18/08 (BHSU, Saturday): Mary? & ?

COE Display Board Project
Final "due date" is prior to 1st Preview Day, 10/10. The board will be based on the setup currently used by the College of Business (but with more content and less imagery), and modeled off the COE board created by Laura Turner; the same header feature from the Business board will be used, as prepared by Graphics & Media (Michael will arrange); the board may incorporate several BHSU "identity items" --bumper stickers, school ribbon, etc.-- from the bookstore (Melanie will investigate); COE points of pride and essentials from the COE brochure will make up the core data for the board (Faye will meet with Dean Hall for final approval); due to the short deadline for the board, no new images will be generated for this project; the image databank will be utilized and University Communications design assistance will be requested (Faye will meet with Corinne Hansen); the final assembly of a draft board will follow (Melanie).

Social at the Center for Native American Studies (9/25 @ 2:00 p.m.).
Freshmen are expected to make up the base of the student group. The presentation will include: a brief overview of the COE; introduction to the Teacher Learning Center; viewing of COE's promo DVD; and, introductions to the Smart Board setup. Faye will walk the student group through these four parts, with possible assistance from Mary Jones and other committee members.

Future Teacher Academy (joint grant-project with Emporia State University): Tentatively set for 4/18/08 *
The FTA grant-monies cover 4 full-day "academies", one of which will be hosted by BHSU. Committee responsibilities are negligible (if anything) regarding the event itself; committee responsibilities are tied to helping Dean Hall/COE identify and recruit 50-70 students to bring to campus as attendees. The focus will be on minority and/or gifted high school students, and because of this COE will seek assistance from Upward Bound and the math/science initiative; additional Recruitment Committee recommendations include identifying advanced placement and band students. Worth noting: The grant does not cover transportation costs, and depending on the actual date of this event, it may or may not coincide with a "Preview Day" presentation.

Committee Goals, 2008-2009

- Staffing preview days.
- Conduct COE Cocial for the Center for Native American Studies.
- Assist in recruiting high school students for the Future Teacher Academy.
- Create an annual plan to attract/maintain a more diverse student base.
- Review COE print/promo materials.

Establish Meeting Times
Next meeting 11/17/2008 @ 3:00 p.m.
Agenda: Review COE print materials; FTA recruitment.

Announcement - per 2007-2008 Recruitment Committee work
The "Dorm-Assignments-by-Major" idea from last year will not be implemented.

==========

Adjourned 4:20 p.m.
Respectfully submitted,
Michael Tolan