

SMC Meeting Highlights – February 14, 2005

(All SMC members were present.)

Decision Items

- **SEDL's Orientation Principles:** John Westbrook led a discussion of principles on which a new employee orientation policy would be based. The draft document drew upon a survey of new and recent employees (2 years' service or less) as well as an SMC survey on orientation and mentoring. The SMC agreed to nine principles. A similar document of proposed principles for a staff mentoring policy will be discussed during the next SMC meeting (2/28/2005).

Discussion Items

- **Comprehensive Center Competition:** Wes Hoover updated SMC members on potential partnerships and priorities for the Comprehensive Center competition. Joan Buttram, Martha Boethel, and Wes will prepare updated timelines and tasks for proposal development to be distributed and reviewed at the next SMC meeting (2/28/2005).
- **Building Issues:** The SEDL team investigating office space options is moving forward with negotiations and planning relating to a potential site. Though we are discussing site-specific opportunities, there are no contracts or letters of intent in place as of 2/14/2005. Wes will give an update on appropriate details during the next all-staff institutional work session (2/25/2005).
- **Federal Funding Issues:** As in past years, the president's 2006 budget presents challenges to some of the programs for which SEDL is funded. Wes will provide an overview of the proposed budgets and discuss SEDL's involvement in upcoming strategies to educate members of Congress about the merits of the programs during the next all-staff institutional work session (2/25/2005).

Information Items

- **Success Stories**
 - Vicki Dimock shared a story about an Oklahoma school administrator who told her his attendance at a recent professional development event was predicated on SEDL's reputation. He said, "When I heard [the event] was hosted by SEDL, I thought, 'I'm there!'"
 - With TEA, SEDL hosted the Texas Environmental Education Advisory Committee last week, which 50 education professionals attended. Haidee Williams, program associate with SEDL's Science, Technology, and Mathematics program, is chairman.
 - Haidee also has been appointed to the Commissioner's Science Initiative Task Force in Texas. The purpose of the task forces is to create better standards for science education, eliminate student performance gaps in sciences, and improve the quality of science instructional materials.
- **Proposal Submissions and Actions:** JJ Baskin shared a report of funding opportunities and proposal writing activities. He invited SMC comments about the reporting format and content. JJ will provide a timeline for the development database during the next SMC meeting (2/28/2005).
- **2005 Summer Staff Gathering:** Wes updated the SMC on efforts to secure a date and location for the summer staff gathering. Staff will be notified as soon as the date and place are confirmed.
- **February 25 Institutional Work Session:** SMC briefly discussed the agenda for the forthcoming all-staff institutional work session, including updates on competitions, funding, building issues, and style guide.