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| Travel/Transition | Team Time | Stakeholder meetings |

Key:

**Sample Schedule 1**

|  |  |  |
| --- | --- | --- |
| **Day 1** | **Event /Stakeholder group/ Topics to be covered****(Performance Indicators)** | **Location** |
| **8:00 am** | Pick up team from hotel | * -
 |
| **8:15-****8:45 am** | Breakfast: Meet with SoE leadershipAgenda Overview & Program Overview |  |
| **8:45 – 9:05 am** | Team time |  |
| **9:15-10:30 am** | SoE Faculty:Introductions: Who teaches what areas; program design, student supports, Strengths and Areas of Improvement; General Q&A |  |
| **10:45-11:45 am** | Coordinators of Programs: Topics: Descriptions of Programs and Areas of Strengths and Improvement; General Q&A |  |
| **11:45 am-12:15 pm** | Team meeting/box lunches |  |
| **12:30-1:30 pm** | Current Elementary & ECE Students* Program sequence, student supports, Coursework, Field Placements, PRAXIS, Career Placement, Areas of Strength and Improvement
 |  |
| **1:45-****2:45 pm** | Current Secondary and K12 Students* Program sequence, student supports, Field Placements, PRAXIS, Career Placement, Areas of Strength and Improvement
 |  |
| **2:45-****3:45** | Team time |  |
| **4:00-****5:00 pm** | Team A Mentor Teachers* Program sequence, mentor supports, Areas of Strength and Improvement

  | Team B Alumni* Program sequence, student supports, Field Placements, PRAXIS, Areas of Strength, and Improvement
 | Zoom |
| **5:00-6:00 pm** | Current Student Teachers* Program sequence, student supports, Coursework, Field Placements, PRAXIS, Career Placement, Areas of Strength, and Improvement
 | Zoom |
| **6:00** | Take team to hotel | * -
 |
| **6:30-****8:30** | Dinner and team time | * -
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| **Day 2** | **Event /Stakeholder group/ Topics to be covered** | **Location** |
| **8:00-8:30 am**  | Breakfast: Dean/Associate Dean* Program overview
 |  |
| **8:30-9:30 am** | Arts and Sciences Content Faculty Discussion* Introductions: Who teaches what areas; Strengths and Areas of Improvement; General Q&A
 |  |
| **9:45-10:45 am** | Field Placement Supervisors* Program design, student supports, Coursework, Field Placements, PRAXIS, Career Placement, Areas of Strength and Improvement
 |  |
| **11:00-****12:00 pm** | Team time |  |
| **12:00** | Walk over to lunch | * -
 |
| **12:30 am-1:45 pm** | Lunch with Principals/Superintendent/Instructional leads/HR /Collaborators * Topics: Partnerships, Field Placements, Preparation Quality, Career Fairs, Strengths and Improvements, Q&A
 |  |
| **2:00-3:00 pm** | Provost and President* Institutional Support, Adequate Resources & Budget, Q&A
 | Program Coordinators* Program design, student supports, Coursework, Field Placements, PRAXIS, Career Placement, Areas of Strength and Improvement
 |  |
| **3:15-****4:00 pm** | Team meeting | * -
 |
| **4:00-****4:30 pm** | Exit meeting with SOE leadership |  |
| **4:30 pm** | Drive team to airport |  |

**Sample Schedule 2**

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| **Day 1** | **Team A** | **Team B** | **Team C:** |
| 8:30-9:00 am  | Breakfast: Meet with SoE leadership Agenda Overview & Program Overview (Location) |
| 9:15 – 10:15 am  | Faculty: ELEM & ECE (Location) | Faculty: Secondary & K-12 (Location) | Faculty: SPED & SSPs (Location) |
| 10:30- 11:30 am | Clinical Experience Coordinators (Location) |
| 11:30 – 12:45 pm | Team Time / Lunch (Location) |
| 1:00 - 2:00 pm | Current Students: ELEM & ECE (Location) | Current Students: Secondary & K-12(Location) | Current Students: SPED & SSPs(Location) |
| 2:15 - 3:15m | A & S Faculty(Location) | SSP University Supervisors(Location) |
| 3:15- 4:15 pm |  Team Time (Location) |
| 4:30-5:30 pm | Alumni: ELEM and ECE(Location) | Alumni: Secondary & K-12(Location) | Alumni: SPED & SSP(Location) |
| 5:30 –6:30 pm | Student Teachers: ELEM & ECE(Location) | Student Teachers: Secondary & K-12(Location) | Student Teachers: SPED(Location) |
| 6:30 –9:00 pm | Dinner and Team Time |
|  |
| **Day 2** | **Team A** | **Team B** | **Team C** |
| 8:30 - 9:00 am  | Breakfast and Check-in Dean and Associate Dean  |
| 9:00 - 10:00 am | Student Teaching/Residency Supervisors: ELEM and ECE (Location) | Student Teaching Supervisors: Secondary and K-12 Programs (Location) | Student Teaching Supervisors: SPED(Location) |
| 10:15- 11:15am | Team Time (Location) |
| 11:15- 12:15pm | District Partners: HR Directors/Special Education Directors (Location) | District Partners: Principals/Assistant Principals (Location) | Meet with Provost & President(Location) |
| 12:15 - 1:15 pm | Data Discussion (Location) |
| 1:30- 2:45pm | Team Time/Lunch (Location) |
| 3:00- 4:00 pm | SSP Interns (Location) | SSP Field Supervisors (Location) |
| 4:15pm - 5:15 pm | Mentor Teachers: ELEM and ECE (Location) | Mentor Teachers: Secondary and K-12(Location) | Mentor Teachers: SPED(Location) |
| 5:15-5:45 pm | Team Time (Location) |
| 5:45-6:15 | Exit Meeting with SoE Leadership (Location) |