Agenda

I. Intros - all students (5 min)

II. Div II-Div III transition (45 min)
   A. process
      1. have your Div II pass meeting (will happen in the Fall, 2015) (last week of Sept)
      2. file your Div III contract (1 week later)
         a) including ALA's
         b) MCP
   B. important dates
      1. Div II Pass and 4th semester filing - ????
      2. Div III filing - ????
      3. IRB - deadlines middle of each month - if your work is expedited (not working with 
         kids, other vulnerable populations) you can submit anytime.
   C. what you should be doing now
      1. draft Div III contract
      2. Div III committee
      3. thinking about IRB needs

III. first year Div II
   A. process
      1. mock Div II portfolio, beginning of your third year (Div II yr 2) Fall for most students
      2. hold a committee meeting to review
      3. during year 1, have at least two committee meetings, one each semester; meet with 
         your chair twice per semester
   B. Important Dates
      1. 

IV. Ongoing Advising activities
   A. Peer mentoring
      1. 3rd year students to be paired with incoming Div I or Div II students
      2. meet with your mentee early in the semester, things to consider discussing:
         a) mid-term evals
         b) finding committee members
         c) developing a concentration
         d) important resources
         e) important deadlines
   B. Div III only meetings - Fall 2015
   C. Ongoing online space - Wordpress site
   D. other ideas??

V. IRB Basics
   A. deadlines
   B. proposal writing
   C. Faculty signature
   D. letter of cooperation
   E. example questions, etc.
   F.

VI. Next Steps
   A. volunteer to set up an Env. Ed. list?
   B.
Notes:

peer mentoring
   - process or interests
   - ask mentees which they want more
   - peer mentors per school
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