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## Doane VIP reminder for April 11

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Timothy Frey <timothy.frey@doane.edu>

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Hello Doane COE Vision Improvement Partners,

We are officially one week away from our next meeting and as promised I have attached a tentative agenda that includes links to the data and attachments we will be planning to discuss and work on at the meeting. This message includes important information related to our Spring 2024 VIP meeting on April 11 including the planned agenda, relevant attachments, and directions and logistics.

**Time and Date:** April 11 from 5:00-7:00 p.m. (heavy hors d'oeuvres and refreshments will be provided)

**Location:** Doane Lincoln Campus in the Administration Building -The street address on Google maps for the building is 5000 Central Park Drive, Lincoln, NE. We will meet in Room 116.

As indicated in your nomination letter, Doane will again pay your mileage to drive to the meeting and provide a \$200 stipend for each of the 4 meetings. In order to process the stipends our business office requires completion of a W-9 form. A Doane mileage reimbursement form is required for mileage reimbursement. We will have forms available at the meeting.

**Agenda and Materials:** The 2 hour agenda will include several conversations where we are seeking input and discussion about various aspects of the teacher education programs at Doane. A tentative [agenda](#) is attached. Several additional materials for the meeting are also included in a [Google Shared Drive](#). Please take a few moments to look over the agenda and information prior to the meeting.

Thank you so much for being a VIP and working alongside our faculty and staff to make the Doane teacher education programs the best they can be. We look forward to seeing you next week.

Tim

**Tim Frey, Ph.D.**

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*Learn. Challenge. Empower. Transform.*

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