

Professional Development and Training (2019-2020)

Meeting Agenda

NAME OF COUNCIL/TEAM: Professional Development and Training (2019-2020)		
OBJECTIVE OF MEETING: Prepare work plan		
DATE: 09/13/2019 TIME: 1:30am	LOCATION/ROOM #: Student Center Board Room CALL-IN NUMBER: CALL-IN CODE:	
FACILITATOR(S): Alisa Shubb/Olga Prizhbilov		
TIMEKEEPER:		
ASSISTANT: Olga Prizhbilov		
ATTENDEES:		
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):		
https://drive.google.com/drive/shared-drives		
UPDATES AND BRIEF REPORTS		
Topic	Person(s) Responsible	Time Allotted
Introduction of new & first meeting members	Alisa Shubb	10 min.
Briefing on status of DI Project Teams	Alisa Shubb or Derrick Booth	10 min.
ACTION ITEMS:		
Question	Person(s) Responsible	Time Allotted
DISCUSSION ITEMS:		
Question	Person(s) Responsible	Time Allotted
Work plan: 1) What professional development/resources does this group need in order to do our best work? 2) How has optimal membership for this project group been considered given our commitment to implementing the Institutional Equity Plan and need to incorporate many employee perspective? 3) What measures will be taken to collaborate with the work of the DI Project Teams?	Alisa	30 min.
Review of work from previous meeting: 1) How well have we captured barriers to participation in professional development at ARC? 2) How well have we defined Professional Development? How helpful would the listed principles be in guiding our work?	Alisa	40 min.
Format & Structure of Plan: 1) How might we structure our work to produce both short term and long term plans?	Alisa	15 min.
		15 min.
		15 min.
ITEMS FOR FUTURE CONSIDERATION:		
Topic		Contact Person

OTHER INFORMATION:	
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