

# Professional Development and Training (2019-2020)

## Meeting Agenda

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| <b>NAME OF COUNCIL/TEAM:</b> Professional Development and Training (2019-2020)                                                                                                                                                                                                                                                                        |                                                                                                    |                      |
| <b>OBJECTIVE OF MEETING:</b> Consider key competencies PD plan should address                                                                                                                                                                                                                                                                         |                                                                                                    |                      |
| <b>DATE:</b> 10/25/2019<br><b>TIME:</b> 1:30am                                                                                                                                                                                                                                                                                                        | <b>LOCATION/ROOM #:</b> Student Center Boardroom<br><b>CALL-IN NUMBER:</b><br><b>CALL-IN CODE:</b> |                      |
| <b>FACILITATOR(S):</b> Alisa Shubb & Olga Prizhbilov                                                                                                                                                                                                                                                                                                  |                                                                                                    |                      |
| <b>TIMEKEEPER:</b>                                                                                                                                                                                                                                                                                                                                    |                                                                                                    |                      |
| <b>ASSISTANT:</b> Beth Hartigan                                                                                                                                                                                                                                                                                                                       |                                                                                                    |                      |
| <b>ATTENDEES:</b>                                                                                                                                                                                                                                                                                                                                     |                                                                                                    |                      |
| <b>SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):</b>                                                                                                                                                                                                                                                                |                                                                                                    |                      |
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| <b>UPDATES AND BRIEF REPORTS</b>                                                                                                                                                                                                                                                                                                                      |                                                                                                    |                      |
| <b>Topic</b>                                                                                                                                                                                                                                                                                                                                          | <b>Person(s) Responsible</b>                                                                       | <b>Time Allotted</b> |
| Zoom confer training                                                                                                                                                                                                                                                                                                                                  | Alice Dieli                                                                                        | 10 min.              |
|                                                                                                                                                                                                                                                                                                                                                       |                                                                                                    |                      |
| <b>ACTION ITEMS:</b>                                                                                                                                                                                                                                                                                                                                  |                                                                                                    |                      |
| <b>Question</b>                                                                                                                                                                                                                                                                                                                                       | <b>Person(s) Responsible</b>                                                                       | <b>Time Allotted</b> |
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| <b>DISCUSSION ITEMS:</b>                                                                                                                                                                                                                                                                                                                              |                                                                                                    |                      |
| <b>Question</b>                                                                                                                                                                                                                                                                                                                                       | <b>Person(s) Responsible</b>                                                                       | <b>Time Allotted</b> |
| Review changes to structure template based on previous discussion - ready to use Barriers v3? -ready to use Definitions v3?                                                                                                                                                                                                                           | Alisa                                                                                              | 15 min.              |
| What themes/competencies should we propose for the Professional Development plan? - how well do the themes/competencies capture the professional development that is necessary to achieve ARC strategic goals: 1) students first, 2) clear and effective paths, 3) exemplary teaching, working, and learning environment, 4) vibrancy and resiliency? | Alisa                                                                                              | 30 min.              |
| Assessment of current Professional Development offerings: -how well have we capture the current state of PD at ARC? -what additional work needs to be done on this assessment?                                                                                                                                                                        | All                                                                                                | 20 min.              |
| What are the essential conditions for professional growth at ARC? (review 2017 ARC PD plan, highlighted section)                                                                                                                                                                                                                                      | Alisa                                                                                              | 15 min.              |
| <b>ITEMS FOR FUTURE CONSIDERATION:</b>                                                                                                                                                                                                                                                                                                                |                                                                                                    |                      |

| Topic                                                                                                                                                                                                                                                | Contact Person |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| Prepare to talk about onboarding new employees, as a whole and for particular constituencies (including part time). Consider strategies for reaching out to employees across all constituencies, particularly historically marginalized individuals. |                |
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| OTHER INFORMATION:                                                                                                                                                                                                                                   |                |