Professional Development and Training (2019-2020)

Meeting Agenda

NAME OF COUNCIL/TEAM: Professional Development and Training (2019-2020)		
OBJECTIVE OF MEETING: Review & revise draft documents		
DATE: 11/15/2019 **TIME:** 1:30am	**LOCATION/ROOM #:** Student Center Board Room **CALL-IN NUMBER:** **CALL-IN CODE:**	
FACILITATOR(S): Alisa Shubb & Olga Prizhbilov		
TIMEKEEPER:		
ASSISTANT: Beth Hartline		
ATTENDEES:		
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):		
UPDATES AND BRIEF REPORTS		
Topic	**Person(s) Responsible**	**Time Alloted**
PD meetings with Thomas Greene - report back	Alisa, Olga, Pam, Corrine, Jen	10 min.
ACTION ITEMS:		
Question	**Person(s) Responsible**	**Time Allotted**
Which draft structure best suits our needs? 1) Version 3a - utilizing a thematic approach directly tied to elements of the Institutional Equity Plan 2) Version 3b - utilizing a simplified approach organized by competencies (to be determined)	Alisa	10 min.
DISCUSSION ITEMS:		
Question	**Person(s) Responsible**	**Time Allotted**
Is there any additional feedback or input for earlier work? a) barriers to participation b) philosophy of professional development	Alisa	5 min.
Review Essential Conditions: what feedback, input, or clarifications do we have for the following areas ? a) ample staffing b) thoughtful input c) appropriate space d) sufficient time e) supportive management culture	Alisa	15 min.
Considering the idea of individual PD plans: -are these an essential condition? -how can we clarify this idea? -how might individual PD plans be realized in our current system?	Alisa	15 min.
Review Suggested Classified Employee Competencies and consider the following: - would these competencies comprehensively address classified professional development		

needs? - could these competencies also be used to accurately describe faculty and management professional development needs / if not, what additional competencies would need to be added? - how well do these competencies address PD needs described in the Institutional Equity Plan? - how well does the language/title of each of these competencies resonate?	Alisa	30 min.

ITEMS FOR FUTURE CONSIDERATION:	
Topic	**Contact Person**
How might we test the comprehensiveness of the PD competencies and how well they resonate with all ARC educator employees?	
How can new employee training ensure that incoming hired are prepared for their individual job function AND to support ARC goals and participation in the college environment?	
OTHER INFORMATION:	