

Professional Development and Training (2019-2020)

Meeting Agenda

NAME OF COUNCIL/TEAM: Professional Development and Training (2019-2020)		
OBJECTIVE OF MEETING: Continue progress on draft document/review competencies		
DATE: 11/22/2019 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
Review notes from last meeting	Olga	10 min.
ACTION ITEMS:		
Question	Person(s) Responsible	Time Allotted
DISCUSSION ITEMS:		
Question	Person(s) Responsible	Time Allotted
Reviewing the "Suggested Classified Employee Competencies" document, what additions or changes can be made to make certain faculty-specific job-related duties are included in the following areas: 1) Equity-minded service 2) Effective Communication 3) Technology Proficiency 4) Organizational Adeptness 5) Leadership Development	Alisa	45 min.
Reviewing the "Existing Strengths" shared document, how do we incorporate these strengths into our plan? https://docs.google.com/document/d/1fpFApFD6icbIW4wChYsSH-VmVX_e_nnqsML7MfIStyQ/edit		30 min.
Reviewing the "Essential Conditions for PD" document, what additions or changes should be made?	Alisa	30 min.
ITEMS FOR FUTURE CONSIDERATION:		
Topic		Contact Person

OTHER INFORMATION:	