

Professional Development and Training (2019-2020)

Meeting Notes

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			
MEMBERS PRESENT:			
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):			
UPDATES AND BRIEF REPORTS:			
Topic	Person(s) Responsible	Notes	
Review notes from last meeting	Olga		
ACTION ITEMS:			
Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
		0	
DISCUSSION ITEMS:			
Question	Person(s) Responsible	Notes and Next Steps	
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	These competencies work for all managers, faculty, and classified employee educators. Team will work on editing subtopics to make they are equity focused and worded clearly.	
Reviewing the "Existing Strengths" shared document, how do we incorporate these strengths into our plan? https://docs.google.com/document/d/1fpFApFD6icbIW4wChYsSH-VmVX_e_nnqsML7MflStyQ/edit		Should use some current offerings as examples in a mock-up of what PD offerings could look like using the competencies and levels organizational structure. Will want to discuss how current systems - such as PD committees - might look under new structure.	
Reviewing the "Essential Conditions for PD" document, what additions or changes should be made?	Alisa	This section is capturing our thinking well so far. We may need to create an implementation section, possibly with suggested timeline.	
ITEMS FOR FUTURE CONSIDERATION:			
Topic	Contact Person		

