

Professional Development and Training (2019-2020)

Meeting Agenda

NAME OF COUNCIL/TEAM: Professional Development and Training (2019-2020)		
OBJECTIVE OF MEETING: Review draft deliverables		
DATE: 02/21/2020 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):		
UPDATES AND BRIEF REPORTS		
Topic	Person(s) Responsible	Time Alloted
Due dates for project deliverables	Alisa	5 min.
ACTION ITEMS:		
Question	Person(s) Responsible	Time Allotted
What input/feedback is needed before final draft is sent through governance process? What will we do to solicit any input/feedback needed?	Alisa	15 min.
DISCUSSION ITEMS:		
Question	Person(s) Responsible	Time Allotted
Are we meeting our goals with draft version 5 ? section by section discussion	Alisa	60 min.
Are the 7 proposed competencies both broad and focused enough to meet the needs of all ARC employees?	Alisa	20 min.
ITEMS FOR FUTURE CONSIDERATION:		
Topic	Contact Person	
OTHER INFORMATION: Team members - please review the draft document before our meeting.		

