

Professional Development and Training (2019-2020)

Meeting Notes

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			
MEMBERS PRESENT: Corinne Arrieta Yesenia Castelon Pam Chao Alice Dieli Gary Hartley Alisa Shubb Kathy Sorenson Jen LeFlam (remote) Cheri Jones			
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):			
UPDATES AND BRIEF REPORTS:			
Topic	Person(s) Responsible	Notes	
Due dates for project deliverables	Alisa	Group is on track to submit deliverables on time	
ACTION ITEMS:			
Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
What input/feedback is needed before final draft is sent through governance process? What will we do to solicit any input/feedback needed?	Alisa	0	Yesenia is collecting student feedback. Jen is reaching out to a number of underserved constituency groups. This feedback will be reviewed, incorporated, and documented in the introduction of the plan. Academic Senate will see the most current draft at next meeting.
DISCUSSION ITEMS:			
Question	Person(s) Responsible	Notes and Next Steps	
Are we meeting our goals with draft version 5 ? section by section discussion	Alisa	Robust discussion with edits recorded on a V6 of the document.	
Are the 7 proposed competencies both broad and focused enough to meet the needs of all ARC employees?	Alisa	Debate between whether competency 3 (Technological Proficiency) can be re-languaged to include PD related to staying current in one's field. Next meeting we will review options for including discipline-specific PD.	
ITEMS FOR FUTURE CONSIDERATION:			
Topic	Contact Person		
OTHER INFORMATION: Team members - please review the draft document before our meeting.			