

# Professional Development and Training (2019-2020)

## Meeting Notes

<b>NAME OF COUNCIL/TEAM:</b> Professional Development and Training (2019-2020)			
<b>OBJECTIVE OF MEETING:</b> Review draft deliverables			
<b>DATE:</b> 02/21/2020 <b>TIME:</b> 1:30am		<b>LOCATION/ROOM #:</b> Student Center Board Room <b>CALL-IN NUMBER:</b> <b>CALL-IN CODE:</b>	
<b>FACILITATOR(S):</b> Alisa Shubb & Olga Prizhbilov			
<b>TIMEKEEPER:</b>			
<b>ASSISTANT:</b> Olga Prizhbilov			
<b>MEMBERS PRESENT:</b> Corinne Arrieta Yesenia Castelon Pam Chao Alice Dieli Gary Hartley Alisa Shubb Kathy Sorenson Jen LeFlam (remote) Cheri Jones			
<b>SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):</b>			
<b>UPDATES AND BRIEF REPORTS:</b>			
<b>Topic</b>	<b>Person(s) Responsible</b>	<b>Notes</b>	
Due dates for project deliverables	Alisa	Group is on track to submit deliverables on time	
<b>ACTION ITEMS:</b>			
<b>Question</b>	<b>Person(s) Responsible</b>	<b>Notes and Decision(s)</b>	<b>Next Steps</b>
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.
<b>DISCUSSION ITEMS:</b>			
<b>Question</b>	<b>Person(s) Responsible</b>	<b>Notes and Next Steps</b>	
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.	
<b>ITEMS FOR FUTURE CONSIDERATION:</b>			
<b>Topic</b>	<b>Contact Person</b>		
<b>OTHER INFORMATION:</b> Team members - please review the draft document before our meeting.			