

Professional Development and Training (2019-2020)

Meeting Notes

NAME OF COUNCIL/TEAM: Professional Development and Training (2019-2020)						
OBJECTIVE OF MEETING: Review the draft deliverables of the Professional Development & Training Plan						
DATE: 04/17/2020 TIME: 1:30pm	LOCATION/ROOM #: https://cccconfer.zoom.us/j/262836551 CALL-IN NUMBER: 1 669 900 6833 CALL-IN CODE: 262 836 551					
FACILITATOR(S): Alisa Shubb, Olga Prizhbilov						
TIMEKEEPER:						
ASSISTANT: Olga Prizhbilov						
MEMBERS PRESENT: Corinne Arrieta Katzorke, Matthew Blevis, Yesenia Castellon, Alice Dieli, Jennifer Laflam, Emilie Mitchell, Olga Prizhbilov, Alisa Shubb, Christina Wagner, Pamela Chao, Gary Hartley, Cheri Jones, Beth Madigan, Kathryn Sorensen,						
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):						
UPDATES AND BRIEF REPORTS:						
Topic	Person(s) Responsible	Notes				
Report back from feedback sessions	All	Feedback from API group is missing - need to either note that in the draft, or reach out to the group one more time. Pam said will help with setting up a feedback session.				
Report feedback from 1st readings at Academic Senate, Institutional Effectiveness Council, etc.	Alisa Shubb & Others	Feedback from Academic Senate was discussed last time, ready to move forward to first read.				
ACTION ITEMS:						
Question	Person(s) Responsible	Notes and Decision(s)	Next Steps			
Review dates for future meetings	Alisa Shubb/Olga Prizhbilov	0	Will meet May 8th at 1:30 pm to discuss any feedback after 1st read at various groups. Celebration for Completion of our work - bring your own drink/bring your own dessert to celebrate. DI Group will come present at this.			
DISCUSSION ITEMS:						
Question	Person(s) Responsible	Notes and Next Steps				
Continue reviewing draft in light of feedback received.	Alisa Shubb	To next steps: need to add an emphasis that there is a real need for PD to be provided in remote environment. Immediately because of COVID and remote working, but also in general because it is more convenient to a lot of employees.				
ITEMS FOR FUTURE CONSIDERATION:						
Topic	Contact Person					