Professional Development Committee
Meeting Minutes

July 11, 2012

I. Call to Order
Meeting called to order at 2:00 pm by Ahn Fielding.

II. Attendees
Ahn Fielding, Teresa Daigneault, Connie Carlson, Geoff Cain, Renel Nordeman, Roxanne Metz, Julia Peterson (ccc confer, Geisce Ly & Anita Janis).

III. Approval of Minutes from Previous Meeting
Minutes approved with the wording correction from Ahn to change language on IV. d.

IV. New Business

a) Geisce Ly reviewed the Professional Development Series document and some suggestions were made for some wording changes and discussion on offering refreshments. The topics were developed in response to the survey in support of the Mission and the Strategic Plan. Sub-committee members are Geisce Ly, Tina Wahlund, Michelle Hancock & Geoff Cain. Erin Jones is working on a flyer which will go out to advertise the series as well as being mentioned at Convocation.

b) Renel will develop the form for the PD training calendar to include the wording “In alignment with the College’s Mission, this training is provided to support objective(s) _____________________________in the Education Master Plan/Strategic Plan. “

   c) We need a communication strategy to the CR community about the PDC and information resources and invite DSPS, MDC to possibly join the PDC or check-in with them periodically with updates.

   d) Roxanne reported on the Flex committee that they were working on a web based form for Faculty for planning and reporting.
e) Geoff Cain in Distance Ed announced a series of 9 workshops on Friday’s for Faculty. Cory Smart would like to setup with CR to share with HSU.

f) Ahn handed out copies of the PDC webpage from the HR webpage and would like people to have input of what to include on the pages and bring them to the next meeting.

g) At Convocation they are planning on scheduling Tuesday for Technical workshops (PD training).

V. **Adjournment**

3:00 pm

Respectively Submitted,

Renel Nordeman