

## Professional Development Committee

### Minutes from the meeting held December 1, 2015

1. **Attending:** Mark Bernards, Teresa Daigneault, Kintay Johnson, Rory Johnson, Kerry Mayer, Crystal Morse, Wendy Riggs, and Laurel Watson.
2. **Absent:** Dan Calderwood, Connie Carlson, Johanna Helzer, and Tatiana Robinson.
3. **Call to Order:** The meeting was called to order by Co-chair Crystal Morse at 3:07 p.m.
4. **Presentation of Flex Session Ideas by Team Members:**
  - A. After having reviewed the findings of the Professional Development Flex Surveys from Spring 2015, members from both the Cardinal and Gold Teams presented ideas for Flex Session activities to the committee. The following ideas were prioritized for possible presentations at the January Flex sessions:
    1. Canvas Basics (Reno Giovannetti)
    2. Smart Board Basics (Amy Murphy and/or Mark Bernards)
    3. Datatel (Paul Chown)
    4. Active Shooter Training (Burk McBride)
    5. Teaching Men of Color (Kintay Johnson)
    6. Community Resources for Students (Laurel will research presenter options)
    7. Introduction to Guidance 215 (Sheila Hall and Wendy Riggs)
  - B. Committee Co-chairs Mayer and Morse agreed to work on scheduling at least three sessions to be offered during the January 14 and 15 flex day sessions and then to draft a tentative schedule for other sessions throughout the spring based upon the priorities established by the committee in this meeting.
  - C. The committee noted that, if possible, we would like to offer at least two sessions at the Del Norte Campus during the January Flex days as well and decided that the most appropriate sessions to schedule would include: Canvas Basics, Datatel, Teaching Men of Color, and Active Shooter Training.
5. **Next Meeting:** The next meeting of the Professional Development Committee will be held on January 26, 2016 at 3 p.m. in the Student Services Conference Room.
6. **Adjournment:** There being no further business, the meeting was adjourned at 4 p.m.