

Professional Development Subcommittee Minutes
January 29, 2008

Members present: Kathy Schmidt, Raz Steward, Susan Woollen, Anjie Almeda, Janet Claus, Melissa Moody, Marty Greenberg

Members absent: Terri Farr

Guest: Neil Gridley

1. P/D session participants for 1/31 confirmed

- Terri will introduce, Janet will fill in if Terri is unavailable
- Kathy will make copies of evals for session and provide sign-up sheet

2. Neil Gridley from AIS presented information regarding university plans/advisor relation dealing with QMF

- Business Intelligence Tool-to accompany QMF functions can be expanded beyond QMF
- Bill Cummins to create curriculum for advanced training on QMF uses/integration of BIT software
- Quali-consortium software like I-campus portal for the business side of the university; potential use for advisors with work flow software included in Quali (potentially have a training session on Quali for advisors)
- What role is QMF going to play?
 - Queries can be saved on the mainframe and shared on central repository
 - Use in conjunction with new BIT software
 - Come up with potential ideas for advance training with Bill Cummins/Michael McCarten
 - Initial QMF training “how to” can be scheduled through Jeanne Arbuckle

3. Janet brought up comment made in AAAC regarding planning for Fall Advisor Day

- Suggestions
 - line up potential guest speaker
 - talk about dates/venue
 - discuss outlining budget proposal
 - discuss possible session topics (go over what Terri brought to last mtg from 1/8 that was presented at NACADA)
 - proposal to discuss fall advisor day at next few p/d committee mtgs.

4. Agenda for next meeting

- 2/27 P/D session-Melissa will contact Patrick Sullivan regarding use of room for pod cast training at CTLT

- Discuss topics for 4/22 P/D session
- Start planning for Fall advisor day

5. Miscellaneous

- Minutes to AAC website-don't bother will sending previous minutes that currently aren't there; send minutes to Alex Skorpinski in EMAS
- Major Fair results-staff/ student interpretations; advisors preferred having in office; not highly utilized, a committee discussing usefulness/continuance of major fair in future; major fair as part of a larger push to address developmental processes of students
- Note that Kathy S. is planning a sophomore transitions event for COB second semester freshman
- Next committee mtg 2/12 COB 128