

Professional Development Committee

Minutes from October 5, 2011

Members in attendance:	Jennifer Frobish, Raz Steward, Greg Diller, Kathy Schmidt, Amelia Noel-Elkins, Patrick McNulty
Absent:	Teri Farr, Jerrey McKinney, Lisa Lawless, Heidi Verticchio, Linda Ellerman
Updates	<p>The click-through email to Faculty Advisors was sent and had some responses. Jennifer will send final counts to the committee.</p> <p>The committee determined that it is worth-while to recognize advisors who present at professional conferences. The PDT chair will send a note of congrats. Jennifer will send a listserv message to determine who has presented this year already.</p>
Award for Early Achievement	<p>We shared updates and conversations we had at our previous meeting so that Amelia could take the information back to AAAC.</p> <p>Overall, we are concerned with the lack of interest from AAAC and believe this a worth-while project. Teri was working on the process, but this will ultimately mimic the timeline of the Herb Sanders Award. It will not be as involved though, and we are comfortable with self-nominations. The PDT committee put it on AAAC to determine a selection committee for both awards.</p>
Advising Advocates	<p>We wanted to recognize individuals or departments that are supportive of our efforts. We will recognize these folks at FAD and SAD, aiming to recognize 1-2 each time with a certificate and meal.</p>
Our sessions for the 2011-2012 academic year	<p>December – We will host a session that explores sophomore transitions and build this as a working session that creates a plan for all advisors across campus. Jennifer is looking for a date during finals week and will look for a location in SFHB. Raz shared a potential article for us to read ahead of time. Kathy is going to benchmark how other institutions handle this. Amelia will have data to share.</p> <p>January/February – Spring Advisor Day. Very excited about this day! We will build a day that focuses on professional skills and marketing ourselves as professionals. There will be sessions that everyone participates in and then we will provide breakout options. Everyone will listen to convos on Meyers Briggs vs Strengths Quest: how to use your strengths in advising (Becky Mentzer and Baker). We will all explore resume technique (Pam Cooper). We will model a session off of Indiana University’s Advising Portfolio (Teri Farr). There will be breakouts then for grant writing (Vince Cunningham), writing for publication (Amelia), preparing for a conference presentation (Wendi??), and getting involved in professional organizations (Mark). We may offer these twice so that folks can at least pick two. Jennifer is looking at the Bone or SFHB for location, but we will probably look at Friday, February 3rd for breakout options. Kathy is looking at catering.</p> <p>March – technology session since it is always in high demand. We will ask CTLT to train everyone on the new Blackboard and then have Diane Skidmore highlight how she uses it. We can chat about social media and have Jess Ray talk through the privacy issues related to that. TRIO has been using Skype for advising. Lots of ideas. Jennifer will find a location and set a date.</p>

	<p>May – We want to explore ways to complement the curriculum. Interdisciplinary minors will be the focus. We will also pull in study abroad and the Student Volunteer Center. Jennifer can set a date during finals week and book location.</p> <p>June/July – Summer Advisor Day. We will explore the 7 Habits of Highly Successful People and coaching.</p>
<p>Future Meeting Times</p>	<p>October 19th at 9am – SFHB/COB 128 (nail down December session – start spring advisor day)</p> <p>November 16th at 9am – SFHB/COB 128 (spring advisor day)</p> <p>November 30th at 9am – SFHB/COB 128 (spring advisor day – finalize December session)</p> <p>December 14th at 9am – Einstein Bros. Bagels (a little end of the semester fun and happy winter break to us)</p>