

Professional Development Subcommittee Minutes
January 8, 2008

Members present: Kathy Schmidt, Raz Steward, Anjie Almeda, Teri Farr, Marty Greenberg, Melissa Moody

1. Kathy Schmidt. reminded committee of the tentative dates set for spring PD sessions:
 - February 27 in COB 368, 9:00-10:30am
 - April 22 in COB 366, 2:00-3:30pm
2. Discussed details/agenda for the January 31st PD session.
 - Tentative agenda:
 - a-Registrar updates; CAS-Jess Ray
 - b-75 hour updates/purge-Amelia Noel-Elkins
 - c-AAAC updates-Mark Vegter
 - d-Update for online major change application-Jon Rosenthal
 - Marty Greenberg. will contact Jon Rosenthal, Jess Ray and Amelia Noel-Elkins to see if they are willing to participate
 - Kathy Schmidt. will contact Mark Vegter to see if he will provide updates
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3. Discussed topics for the February 27 session
 - Melissa M. will contact CTLT, Patrick O'Sullivan regarding podcast presentation
 - Teri Farr. will check on getting a Schroeder lab room
 - Kathy Schmidt. will ask Advisor listserv who uses WebCT or Blackboard for advising
4. There was interest from the November 2007 PD session regarding QMF training for novice and current QMF users. Raz Steward will contact the Technology and Training subcommittees to see if they are interested in working with our committee in providing this training. Raz will also contact Jeanne Arbuckle in AIS.
5. Future committee meetings for spring are 10:00-11:00 am in the following locations:
 - Jan. 29 in FHS 309
 - Feb. 12 in COB 128
 - Feb. 26 in FHS 309
 - Mar. 11 in COB 128
 - Mar. 25 in FHS 309
 - Apr. 8 in COB 128
6. Kathy Schmidt and Anjie Almeda were re-elected as co-facilitators