

## Professional Development Committee

### Minutes from April 21, 2010

<b>Members in attendance:</b>	Jennifer Frobish, Teri Farr, Kerri Fuller, Kathy Schmidt, Melissa Moody, Lindsay Soliman, Raz Steward								
<b>Members Absent:</b>	Heidi Verticchio, Susan Woollen, Amelia Noel-Elkins, Mark Vegter, Lisa Fant Lawless								
<b>Training Sub-Committee</b>	<p>Mark will be leading the Training Sub-Committee, which is comprised of Susan, Mark, Lisa, and Kerri.</p> <p>Kerri has already requested an “New Advisor Resources” tab on the WIKI. Alex has already completed it too.</p>								
<b>Fall Advisor Day 2010: Logistics</b>	<p>September 1<sup>st</sup> from 8am – noon at the Alumni Center.</p> <p>Jennifer will send out a “save the date.” Kerri will eventually create the Google Doc for RSVPing.</p> <p>Melissa will be providing food information to Jennifer, but Kathy will be working with Einstein Bros. Bagels once they are established on campus. We hope to provide breakfast.</p>								
<b>Fall Advisor Day 2010: Topics</b>	<p>Our theme will be “Advising Is Teaching.”</p> <p>Potential topics include . . .</p> <ul style="list-style-type: none"> <li>★ Committee Updates</li> <li>★ University Updates – Registrar, EMAS, Passages, Preview, OASIS, iCampus Beta</li> <li>★ Advising Syllabus – Roll it out for the campus and talk about how it went during Preview. Provide suggestions for moving it forward.</li> <li>★ Mark &amp; Maggie’s NACADA Presentation</li> <li>★ FYE Conference Updates</li> <li>★ Library introduction</li> <li>★ “Tech Time” – give those who do cool things with technology a few minutes to share what they’re doing and offer times to help others learn</li> </ul>								
<b>Library Update</b>	<p>Kathy has been in touch with someone in the Access Services Department at Milner, and they are very open to working with us! They already maintain NACADA Journals and offered to scan documents for us. They can also accept Monographs and place them on reserve.</p> <p>Teri is looking into CTLT as well simply because the space would be nicer, and we could use that facility for sessions.</p> <p>Trying to determine a good name for it . . . Campus Advising Resource or Campus Advising Library . . . anything else?</p>								
<b>Upcoming Programs</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">May 5<sup>th</sup></td> <td style="text-align: center;">2-4pm</td> <td style="text-align: center;">University Galleries</td> <td style="text-align: center;">Townhall Meeting</td> </tr> <tr> <td style="text-align: center;">June 21<sup>st</sup> and 23<sup>rd</sup></td> <td style="text-align: center;">9-11am</td> <td style="text-align: center;">SCH 214</td> <td style="text-align: center;">NACADA Training Video</td> </tr> </table>	May 5 <sup>th</sup>	2-4pm	University Galleries	Townhall Meeting	June 21 <sup>st</sup> and 23 <sup>rd</sup>	9-11am	SCH 214	NACADA Training Video
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<b>Next Meeting Time</b>	May 5 <sup>th</sup> from 10-11am in SCH								

