

Professional Development Committee

Minutes from July 22, 2009

Members in attendance	Jennifer Frobish, Amelia Noel-Elkins, Melissa Moody, Kathy Schmidt, Raz Steward
Members absent:	Terri Farr, Mark Vegter, Kerri Fuller, Susan Woolen,
Fall Advisor Day 2009: Schedule	<p>Monday, August 10th from 8:30ish - 12:15ish. We are hosting the event in the Alumni Center.</p> <p>8:15am - 8:45am Check-in Breakfast</p> <p>8:45am - 9:00am Welcome by Dr. Everts Opening Remarks by Jonathan Rosenthal Introductions</p> <p>9:00am - 9:30am ROTC Presentation</p> <p>9:30am - 10:00am Veteran's Initiatives <i>Amelia Noel-Elkins</i></p> <p>10:00am - 10:15am Break</p> <p>10:15am - 10:45am yearOne Updates and Information <i>Danielle Miller-Schuster</i> <i>Danielle Lindsey</i></p> <p>10:45am - 11:15am College of Fine Arts Advising Assessment <i>John Walker</i></p> <p>11:15am - 11:30am Registrar Updates <i>Jess Ray</i></p> <p>11:30am - 11:45am Dean of Students Updates <i>Dr. Jan Paterson</i></p> <p>11:45am - 12:15pm AAAC Updates Committee Updates</p> <p>12:15pm Closing Remarks <i>Mark Vegter</i></p> <p style="text-align: right;">Evaluations Dismiss for the day</p>
Fall Advisor Day 2009: Logistics	<p>Location, presenters have been confirmed. ROTC is still working out the breakfast details with Campus Dining.</p> <p>Advisors have been asked to RSVP to Melissa Moody by August 3. Presenters have also been asked for copies of handouts and materials. These should be given to Melissa by August 6.</p> <p>As a committee, we will meet on August 7 to stuff folders.</p> <p>Amelia is asking Janet to print nametags for us.</p>

<p>Spring Advisor Day 2010</p>	<p>No updates at this time.</p> <p>Amelia provided our date range (3rd week of February) to Jonathan, who will be speaking with COE to work out a specific date.</p>
<p>Fall PD/T Session Ideas</p>	<p>September 24, 2009 from 2:00-3:30: Technology as Tools in Advising Melissa has spoken with Chris in UCollege re: Skype. Not sure how this will play out, but we may demo it anyway. Ryan and Mark are not far along with Conference Notes so we are not certain that we can ask them to present. We are exploring other technologies, such as Facebook, podcasts, Blackboard, Grades First, and the Advisor Channel/Portal.</p> <p>November 12, 2009 from 10:00-11:30: Students in Crisis Sandy Colbs is confirmed to present. The date and time suggested works with her. Brent Paterson has been contacted, but Jennifer is awaiting his response. If they are both able to do so, Jennifer will meet with Sandy and Brent one month from the event and discuss the format and our goals.</p> <p>December 3, 2009 from 2:00 - 4:00: Career Advising and Support No updates.</p>
<p>New Advisor Training</p>	<p>Concerned with how we have dropped the ball on the training aspect of our committee charge.</p> <p>Need to research what existed prior to us taking on training. Possible handbook that was produced by previous committee? Outline?</p> <p>We will review UCollege Training materials to determine what we can piggyback on, but we will also start utilizing the WIKI and creating our own materials.</p>
<p>Next Meeting</p>	<p>August 5th from 9-10am in SCH.</p>