

## Professional Development Committee

### Minutes from August 5, 2009

<p><b>Members in attendance</b></p> <p><b>Members absent:</b></p>	<p>Jennifer Frobish, Amelia Noel-Elkins, Melissa Moody, Kathy Schmidt, Terri Farr, Mark Vegter,</p> <p>Kerri Fuller, Susan Woolen, Raz Steward</p>
<p><b>Fall Advisor Day 2009</b></p>	<p>Monday, August 10<sup>th</sup> from 8:30ish - 12:15ish. We are hosting the event in the Alumni Center.</p> <p>55 people have RSVP'd so far. We will include a list of participants in their materials. We will have new advisors introduce themselves at the beginning.</p> <p>The Committee is meeting at 8am to set up.</p> <p>We had to switch the times for AAAC/Committees and yearOne because of scheduling conflicts. No other changes are anticipated.</p>
<p><b>Spring Advisor Day 2010</b></p>	<p>No updates at this time. Jonathan is working with COE on getting our speaker.</p>
<p><b>Fall PD/T Session Ideas</b></p>	<p><b>September 24, 2009 from 2:00-3:30: Technology as Tools in Advising</b> We will for sure have presentations on the Advisor Portal, Facebook, and Grades First.</p> <p><b>November 12, 2009 from 10:00-11:30: Students in Crisis</b> Sandy Colbs is confirmed to present. The location is pending.</p>
<p><b>New Advisor Training</b></p>	<p>Mark and Amelia met to discuss what we could do to provide training to those new advisors who may or may not have someone else in their department to support them. It was determined that Susan, Raz, Kerri, and Mark will take on this charge.</p> <p>The document that was created by the previous training committee will be adapted and updated to fit the format of the WIKI. All materials will be posted for ease and convenience.</p> <p>From there, the small group will review what other areas of campus do to train new advisors. When possible, we will piggyback on existing efforts to provide training. We can utilize the UCollege training, as well as NACADA's materials.</p> <p>Our immediate concern is the Social Work is searching and may have a late hire. We want to have resources up for that person ASAP.</p>
<p><b>Meeting Times</b></p>	<p>Our next meeting is Wednesday, August 19<sup>th</sup> from 10-11 in SCH.</p> <p>We will meet every other Wednesday from then on out at 10-11 in SCH. We will NOT meet during NACADA (Sept. 30), Veteran's Day Open House (Nov. 11), or Thanksgiving (Nov. 25). We will find alternate times closer to those meeting times.</p>