

Professional Development Subcommittee Minutes  
April 8, 2008

Members present:

1. AAAC update- J. Claus raised concerns about holding FAD in the Bone due to cost. J. Claus will discuss budget for FAD with AAAC at their next meeting. Co-chairs/members of P/D to attend next AAAC meeting and relay concerns regarding venue and budget for FAD. Proposed budget for FAD \$2000.

2. P/D session scheduled for 4/23 2:30-4:00. Topic: Blackboard-how advisors can use it. Mayuko Nakamura and Mary Leung will present on uses for advisors. Melissa Moody is facilitator from P/D committee.

3. FAD

- K. Schmidt signed agreement for Circus Rom
  - SCH rooms booked for break outs
  - Check-in can be held in vending area in annex
  - Wendy Troxel confirmed for break out session
- Topic: Assessment/research

4. FAD schedule

- check-in 8:30-9:00
- Welcome 9:00-9:15
- keynote 9:15-10:15
- break 10:15-10:30
- 2<sup>nd</sup> speaker 10:30-11:30
- lunch 11:45-1:00
- break-out 1:15-2:15
- break 2:15-2:30
- break-out 2:30-3:30