

# Professional Development and Training (2019-2020)

## Meeting Agenda

<b>NAME OF COUNCIL/TEAM:</b> Professional Development and Training (2019-2020)		
<b>OBJECTIVE OF MEETING:</b> Review & revise draft documents		
<b>DATE:</b> 11/15/2019 <b>TIME:</b> 1:30am	<b>LOCATION/ROOM #:</b> Student Center Board Room <b>CALL-IN NUMBER:</b> <b>CALL-IN CODE:</b>	
<b>FACILITATOR(S):</b> Alisa Shubb & Olga Prizhbilov		
<b>TIMEKEEPER:</b>		
<b>ASSISTANT:</b> Beth Hartline		
<b>ATTENDEES:</b>		
<b>SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):</b>		
<b>UPDATES AND BRIEF REPORTS</b>		
<b>Topic</b>	<b>Person(s) Responsible</b>	<b>Time Alloted</b>
PD meetings with Thomas Greene - report back	Alisa, Olga, Pam, Corrine, Jen	10 min.
<b>ACTION ITEMS:</b>		
<b>Question</b>	<b>Person(s) Responsible</b>	<b>Time Allotted</b>
Which draft structure best suits our needs? 1) Version 3a - utilizing a thematic approach directly tied to elements of the Institutional Equity Plan 2) Version 3b - utilizing a simplified approach organized by competencies (to be determined)	Alisa	10 min.
<b>DISCUSSION ITEMS:</b>		
<b>Question</b>	<b>Person(s) Responsible</b>	<b>Time Allotted</b>
Is there any additional feedback or input for earlier work? a) barriers to participation b) philosophy of professional development	Alisa	5 min.
Review Essential Conditions: what feedback, input, or clarifications do we have for the following areas ? a) ample staffing b) thoughtful input c) appropriate space d) sufficient time e) supportive management culture	Alisa	15 min.
Considering the idea of individual PD plans: -are these an essential condition? -how can we clarify this idea? -how might individual PD plans be realized in our current system?	Alisa	15 min.
Review Suggested Classified Employee Competencies and consider the following: - would these competencies comprehensively address classified professional development		

<p>needs? - could these competencies also be used to accurately describe faculty and management professional development needs / if not, what additional competencies would need to be added? - how well do these competencies address PD needs described in the Institutional Equity Plan? - how well does the language/title of each of these competencies resonate?</p>	<p>Alisa</p>	<p>30 min.</p>
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**ITEMS FOR FUTURE CONSIDERATION:**

<b>Topic</b>	<b>Contact Person</b>
<p>How might we test the comprehensiveness of the PD competencies and how well they resonate with all ARC educator employees?</p>	
<p>How can new employee training ensure that incoming hired are prepared for their individual job function AND to support ARC goals and participation in the college environment?</p>	

**OTHER INFORMATION:**