



Professional Development Committee

Date: October 3, 2024

Time: 9:00am – 9:45 am

Members Present: Marika Adamek, Bill Hallinan, Amy Kong, Mary Twardos, Jessie Pate (Chair)

1. Bill volunteered for note taker
2. Money still remaining for Fall: no new applications, Kim Feig cancelled conference to attend Melanie's funeral services
3. Review survey on PDC
 - a. See file: Campus-wide Professional Development Training Survey
 - b. Shareout on how behavior and classroom situations in classroom/student services
 - i. Could be like Dean's once a month, invite all and provide participation
 - ii. Could be a professional development day.
 - iii. Look into NISOD options
 - iv. Consider regular shareouts
 - c. NISOD
 - i. Focus for October
 - ii. Sharing upcoming seminars
 - iii. Mary recommended posting it on Main Channel (everyone sees it)
 - iv. A LinkedIn Learning item is shared in the HR newsletter.
 - v. Continue to look at sharing out UM Learning Resources
 - d. November: Ed Tech and DEI?
 - i. Amy to look for ed tech trainings, such as in LinkedIn Learning and other places
 - ii. Excel Tips
 - e. January/February: Resolving tough situation in and out of the classroom
 - i. Reach out to Katelynn Eberhardt and Jason Grimmis on helping students?
 - f. March: Management and Team Building
 - g. April: DEI
4. Homework:
 - a. Take a look at annual plan
 - b. Take a look at feedback form after they applied and share what they learned.
 - i. Where? There is a feedback feature on Vector: Feedback form people can use.
 - ii. Can we auto schedule feedback with reminders?