

Committee Name:	Professional Development Committee		
Members attending:	Lisa Sizemore, Tyler Cook, Jennifer Hippensteel, James Hippensteel, Brad Bilsky, William Brothers, Mark Ellison, Pam Ensley, Debbie Smith		
Date of Meeting:	9-16-16	Time:	10:00 AM
Meeting Purpose:	Tops Proposal Review	Meeting Chair:	Bethany Emory
		Prepared By:	Bethany Emory

1. Discussion notes <i>(add rows as necessary)</i>	
<ul style="list-style-type: none"> ● Welcome and Introductions - Group 	
<ul style="list-style-type: none"> ● TOPs Proposals Discussion - Group <ul style="list-style-type: none"> ○ Discussion began with an explanation that funding existed for 8 - with a potential to stretch to 10 presentations this year (with the deferral of new programs launching - Great teacher Retreat or Book group to begin grass roots support for a Great Teacher retreat given as a loss example) ○ Group decided that given topics presented - data presented a clear break in ranking between presentations 1-8 and 9-11. ○ Further discussion cemented that perhaps too many presentation may not be the path to follow either - 1 per month was set as an example of a doable schedule. ○ Further discussion of topics led to a vote and decision to offer 6 TOPs presentations this year. (Perhaps re-funnelling the funds into some other type of programming this year (book groups etc) ○ A question of an ability to provide “Lunch and Learns” developed. All were confused by the inability to purchase food - but Lisa and Bethany confirmed that this is what they had been told. Bethany to follow up with a question to Thom to be sure ○ As a result of the discussion, plan is to sponsor 6 TOPs presentations this year. 	
<ul style="list-style-type: none"> ● Impromptu Discussion - TEDTalks <ul style="list-style-type: none"> ○ Bethany brought up an idea that a faculty member had presented to her about offering “Discussion” sessions surrounding faculty or staff nominated TED Talks. ○ These video offerings are often short talks given by experts at national and regional levels. This may take some pressure off the development of internal Professional Development, but rather allow folks who have been inspired by ideas to bring them forward for discussion. ○ The group was supportive, and the Learning Support area will begin design and development of these types of sessions (Lunch and Learn or snacks was presented as a great option for this type of session). 	

- Goals for the Coming Year - Group
 - The group began brainstorming ideas for the committee's Goal for the year. Discussions included:
 - Spring Professional Development day (Choice of presentation was mentioned by several members of the group as a great option for this type of day)
 - Progression Or Leadership Training for Faculty and Staff looking to pursue higher positions
 - Adjunct to FT instruction
 - Faculty to Chair or Dean
 - Support Staff to Coordinator or Director - Coordinator or Director to Dean or VP level positions
 - Assessment as a topic for Spring Professional Dev Day
 - Program / Area Showcase
 - Allow staff and other faculty to see what is happening / noteworthy about other programs at the college
 - We need to "Know the Menu" to advise appropriately
- Upcoming Meetings were discussed
 - Fridays appear to be the best option for the group in the room
 - Thursday afternoons being the second best alternative

2. Decisions or recommendations <i>(add rows as necessary)</i>
<ul style="list-style-type: none"> ● 6 TOPs presentations funded: <ul style="list-style-type: none"> ○ Recovery Communities ○ An Introduction to Mindfulness ○ Google-a-Palooza IV ○ High School Students in College Classes ○ Standing Tall and Strong: CORE and LE Endurance Program ○ Incorporating Critical Thinking and Problem Solving into Your Classroom
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3. Action Items <i>(add rows as necessary)</i>		
Actions	Assigned to	Due Date
● Make sure we cannot fund food	Bethany	Next Meeting
● Brainstorm ideas for Committee Goal	Group	Next Meeting
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