

AGENDA/MINTUES	
Team Name	Professional Development Steering Council Minutes
Date	October 11, 2018
Time	10:30am-11:30am
Location	S-139/Zoom

Facilitator	Jenna Wornkey	Recorder	Denise Schreiber
Team members			Present X : Absent O
x	Elaine Simmons	x	Kathy Kottas
x	Ashley Anderson	o	Brandon Steinert
x	Mark Dean	x	Kurt Teal

Topic/Notes	
Charter – draft attached <ul style="list-style-type: none"> Charter approved by this group and can now go to the web. 	Elaine
Definitions/Procedure #2458 – attachments <ul style="list-style-type: none"> Send update recommendations to Jenna by October 26. 	Elaine
Taskforce Volunteers Karly Little, Tana Cooper, Kelsey Hall, Shelli Schmidt, Todd Mobray, Brian Howe, Nicole Berger, Teresa Zink, Vincent Orth, Nolan Esfeld, Ronnie Dean, Jill Lawson, Rodney Stanfield	Jenna
Current Opportunities – Upcoming Events <ul style="list-style-type: none"> Luncheon Holiday Social Scheduling Matrix Training (there are four presenters, will need two or three sessions) Minutes Taking Training New Faculty monthly follow-ups Terri Mebane looking at opportunities for GVP 	Jenna
Area Budgets – attachments <ul style="list-style-type: none"> Jenna presented area budgets and Mark will consider transferring funds currently used for PD into the Professional Development Coordinators FOAP (2913) Mark reminded the group to detail requisitions so that he can be sure they are being coded correctly 	Elaine
Plans Moving Forward <ul style="list-style-type: none"> Title III grant has a professional development header PR is working on the web site to add professional development pages Jenna will send reminders to use Professional Development FOAP vs Travel FOAP Develop a definition as to what professional development is Mark will let Jenna know on the transfer of the \$10,000 current professional development funds 	Elaine