

**Professional Development Advisory Group Meeting**  
**September 25, 2017**  
**2:00 – 3:00 PM**  
**MCW 312**

**Faculty and Staff Professional Development Advisory**

**Charge:** The Professional Development Advisory Group provides ongoing professional learning leadership for Faculty, Staff, and Administrators. The advisory group is made up of faculty, classified staff that represent the Classified Senate, and administrator representation. The committee is charged with (1) developing equitable processes for the disbursement of contractually-obligated professional development funds; (2) developing Flex Week activities, (3) hosting other professional development activities related to academic, professional and pedagogical matters that foster the continued professional growth of the members of the faculty as specialists within their disciplines as well as community college educators, (4) hosting professional development activities that support the ongoing development of the classified staff and administrators. In addition, the Professional Development Advisory Group monitors compliance with portions of Accreditation Standard IIIA. The Chair of the Faculty Professional Development Advisory Group serves as a member of the Accreditation Steering Committee.

**Membership:** Open to all interested faculty and classified staff members; includes one AFT representative and one student representative.

**Co-Chairs:** Dean, Sciences & Professional Development, Faculty Co-Chair and Classified Co-Chair

1. Welcome
2. Approval of August 2017 Meeting Minutes
3. Election of faculty and classified co-chairs
4. Update on Fall Flex Days – Dan, Philip
5. Update on Request to Present – Jenna
6. 2<sup>nd</sup> Wednesday Pirate Talks – Sept, Oct, Nov: Advertising & Room Rental – Jenna
7. Diversity and Culture Festival – Gigi
8. January and April FLEX Day Planning
9. Budget
10. The Captivating Company (VC Innovates Workshop) – Michelle
11. FLEX Activity – CPR & AED Device – Presented by Kelly Neel
12. SCALE - Kammy
13. Adjournment