

October 17, 2014

Meeting Minutes: Faculty Professional Development Committee

Minutes Submitted by: Tara Anglin

This meeting of the Faculty Professional Development Committee was held at 10:45 a.m. on Friday, October 17, 2014 in HSC 310.

Present: Tara Anglin, Dr. James Bullock, Dr. Barbara Jones, Shakerah Moody, Genevieve White (chair), Christy Wilson  
Absent: Vicki Badgley, Beverly Land, Chassidy Wyrick

1. Approval of Minutes:  
   A quorum was not present at the previous meeting. No minutes to approve.
2. Old Business:
3. Faculty Professional Development needs:
4. Convocation recommendations

* The committee discussed Spring 2015 Convocation topics based on the evaluations from Fall 2014 Convocation. A tentative recommendation was compiled (see attachment) but further evaluation of Blackboard and campus technology needs will be conducted before a formal recommendation is made.
* In accordance with evaluations from Fall 2014 Convocation, the committee recommends that break-out sessions be extended from 50 minutes to 75 minutes.

1. Other Faculty Professional Development Recommendations:

* Discussion was opened regarding Campus Safety and Sexual Harassment trainings being an annual offering for faculty and staff. Dr. Bullock reiterated this need from the perspective of the Clery Act.
* Christy Wilson stated the increasing need for training regarding Drug and Alcohol Abuse in the Classroom. Dr. Bullock agreed that this is a growing into a prevelent issue, nation-wide, and that training in this topic would be appropriate and beneficial.
* The committee is considering ongoing professional development opportunities in addition to fall and spring convocation. The committee is researching structures within other higher education institutions (like SAU’s Institute for Professional Development) in order to develop a successful model for SouthArk.

1. Secretary:
2. A nomination was made by Christy Wilson to elect Tara Anglin as secretary. Genevieve White seconded, and all approved.
3. Leadership: a program for faculty and staff development:

The committee continued to discuss the need for ongoing leadership training. Feedback from Fall 2014 Convocation provided further support for this idea as faculty and staff specifically requested additional leadership training.

1. New Business:
2. Genevieve will consult Dr. Tim Kirk and Dr. Denise Robledo for a list of all campus technology available. Tara Anglin will then create and distribute a survey for faculty and staff to highlight specific trainings needed for Blackboard and campus technology. These results will be provided at the next FPDC meeting.
3. Adjournment:

The committee adjourned 12:00 and will next meet on Friday, November 21 at 10:45 a.m. in HSC 310.

**Spring 2015 Convocation Tentative Recommendation**

All Faculty and Staff 1st Day

Jenzebar update – Current use and timeline for future implementations – Dr. Bullock – contacted via email

Social Media – Do’s and Don’ts – Belinda Aaron – contacted via email

HLC – Update – Dr. Tully-Dartez/Dr. Bullock – per Dr, Tully-Dartez

Assessment – Dr. Tully-Dartez 30 minutes – per Dr. Tully-Dartez

All Faculty 2nd Day

Assessment – Dr. Tully-Dartez – 1 hour – per Dr. Tully-Dartez

Break-out Sessions 2nd Day

How to conduct a meeting – Phil Ballard - 1.25 hours - confirmed

Outlook/MS Office – Donna Hendricks – 1.25 hours – contacted, have not heard back

PowerPoint/Excel – Vicki Badgley – 1.25 hours – contacted, have not heard back

Leadership – Styles (reflective) – Dr. Aaron - 1.25 hours – contacted via email

Online Conferencing – Dr. Robledo – 1.25 hours - confirmed

Social Media – How to use – Dr. Tully-Dartez (Heath Waldrop) - 1.25 hours – per Dr. Tully-Dartez

Assessment – 3 sessions (at 3 different times) – Dr. Tully-Dartez – 1.25 – per Dr. Tully-Dartez