

Professional Development Committee

## MEETING MINUTES

Date: 2/19/2019

Time: 4:15 p.m.

Place: WHT 215

### I. Call to order

The meeting was called to order by Chair, Kenneth Bridges.

### II. Roll Call

1. **The following committee members were present:**

Kenneth Bridges, Chair

Philip Shackelford

Cindy Meyer

Beverly Land

Sandra Tibbs

Lauri Wilson

Sherri Whitehead

Bill Fowler, ex officio

**The following committee members were excused:**

Carey Tucker, ex officio

Bill Fowler, ex officio

Sandra Tibbs

2. **The following committee members were absent:**

3. **The following guests attended the meeting:**

### **III. Approval of minutes from last meeting**

The meeting minutes from the meeting that was held on Nov. 13, 2018 were approved. Philip Shackelford motioned and Beverly Land seconded. Minutes approved unanimously.

### **IV. Old Business**

Spring Convocation feedback comments were discussed and most comments were very positive.

### **V. New Business**

Possible professional development options other than Convocation were discussed. Discussion included the following topics:

- First Aid classes
- Possible 5<sup>th</sup> Fridays for professional development activities
- Activities being offered twice per year, modeled after Campus Conversations
- HR Related topics
- Offer the mandatory training online, i.e. Title IX.

Changes to future convocation activities were discussed. Some ideas brought forth included convocation being held at the end of the semester and one day of activities instead of two. This idea would need to be brought before the Administrative Affairs Committee. Cindy Meyer will write up a proposal and send to Ken Bridges.

Topics for Fall 2019 Convocation were discussed. Those included:

- SouthArk Basics
- Information Literacy Strategy and Resources
- Personal Development-Stress Relief, Eating Better
- Brief overview of each department
- Poster sessions
- Faculty session

### **VI. Announcements**

Repairs are still being done at the Administration Building. Cameras are being installed on the campuses to ensure better safety.

### **VII. Adjournment**

With no further business, the meeting was adjourned. Cindy Meyer motioned and Philip Shackelford seconded. Meeting was adjourned

*Minutes submitted by:  
Sherri Whitehead*