

Professional Development Committee

MEETING MINUTES

Date: October 2, 2019

Time: 4:00 PM

Place: SouthArk Library Conference Room

I. Call to order

- a. Chair Lauri Wilson called the meeting to order at 4:00 PM.

II. Roll Call

- a. **The following committee members were present:** *Lauren Johnson, Dr. Tim Kirk, (ex-officio) Beverly Land, Philip Shackelford, (secretary) Carey Tucker, (ex-officio) Roslyn Turner, and Lauri Wilson (chair).*
- b. **The following committee members were absent:** *Moriah Hicks and Sandra Tibbs*

III. Approval of minutes from last meeting

- a. The minutes from our previous meeting were approved.

IV. Old Business

V. New Business

- a. Roslyn Turner replaces Dr. Ken Bridges on the committee.
- b. Philip volunteered to serve as Secretary.
- c. Philip nominated Moriah Hicks as Vice-Chair, all approved.
- d. Meetings will be held on the First Wednesday of every month at 4:00 PM
- e. Discussion of Convocation & Other Professional Development
 1. Our fall Convocation numbers were reviewed; Roslyn pointed out that all numbers were not accurate.
 2. Roslyn suggested having Susan Spicher offer a workshop on teaching techniques.
 3. Lauri suggested a workshop on training student workers.
 4. Professional Development Poll: this has been issued to SouthArk faculty and staff in previous years to gauge professional development needs and interests. As a committee, we should let everyone know that we are here to take professional development requests from our faculty and staff. Lauri will draft a new poll.

5. Discussion of using fifth Fridays for professional development, Convocation issues, and whether or not Convocation is actually the most effective way to deliver professional development. Upcoming fifth Fridays are January 31, May 29, and July 31, 2020. Is the Blackboard professional development module still needed?
6. Another suggestion for a future workshop is coaching on the PII policy.

VI. Announcements

- a. Wellness initiative as proposed by SouthArk LEAD class is moving through shared governance. There will be a partial rollout during Benefits Day and full enrollment will be available in January.

VII. Adjournment

Minutes submitted by: Philip C. Shackelford, Secretary