

COA PROFESSIONAL DEVELOPMENT MEETING MINUTES

Location: Zoom
Date: August 31, 2020
Time: 12:00-1:00pm
Facilitator(s): Dr. Diana Bajrami
Maurice Jones

In Attendance

Dr. Diana Bajrami

Anna McClanahan

Ann Chun

Marivic Lizardo

Kawanna Rollins

Lilia Celhay

Call To Order

The meeting was called to order at 12:00pm.

Approval of Agenda

The agenda was approved unanimously.

De-Brief Fall Flex Day

- There were close to 100 participants.
- Main event had 73 participants.
- The committee reviewed the survey findings to guide future planning. The feedback was very positive but the committee would like to get more people responding as there were 16 surveys submitted.
- Based on feedback, the committee would encourage future presenters to provide materials prior to Flex Day.

- The committee discussed how it could foster a sense of community in future flex day Zoom sessions/activities.

Budget Report

- For the fiscal year, the Professional Development Committee has 15,000 for PD allocation. There is 26,000 but some funds are spent of salaries for PD Chairs and Marivic, etc.

Criteria for PD funds in the new virtual reality

- Due to the restrictions on travel because of the Covid 19 pandemic, the committee voted to cap PD funding for everyone at \$500.
- The committee discussed and voted unanimously to have again hard deadlines PD funding requests.

Planning for October Flex Day

- The committee will start requesting proposals for the October flex day.

Adjournment

- Meeting adjourned at 1:00pm.