**Professional Development Committee Meeting: MINUTES**

March 16, 2018 12:30 – 1:30 PM Lee AA-168 TLC

**MINUTES**

1. Call to order: **Meeting called to order by Chair, Rebecca Gubitti**
2. Individual Successes and Accomplishments in Professional Development
   1. Dental Program had 100% pass rate for students in program
3. Attendance and approval of February Minutes: **Minutes approved and recorded as motioned**
4. Announcements
5. TLC Update for AY2017-18 (**ON HOLD till April meeting**)
6. Application deadlines for next academic year**: Dates TBD**

Fall 2018 Travel –

Spring 2019 Travel -

Summer 2019 Travel –

1. Dates / Speaker Updates: **No updated information available (TLC staff not in attendance at this point in meeting)** 
   1. Date for Cornerstone Modules
   2. Date / Speaker for Adjunct Faculty Institute
   3. Date / Speaker for Fall PD day October 2018
2. Subcommittee reports: **POSTPONED**
   1. Awards and Recognitions
   2. Needs Assessment
   3. Programming Committee

1. Old Business
   1. **Discussion off FPD funding for Summer 2018 travel - applications reviewed – since more applicants than available monies, decision was made to fund as follows: 100% to two applicants that received a 100 points or higher on rubric; Partial funding for four applicants at the 85 points on rubric – all will be given option of receiving $1591.06 toward their travel and they would need to be responsible for any additional funding not met by the FPD monies.**
   2. **Committee members broke out by Departments to discuss ideas for revisions to the funding rubric. This group work enable all parties to have an opportunity to share their concerns and input within a smaller group and then provide that feedback to Chair for compilation and discussion at a future meeting. This approach provided a much needed format to allow all Department concerns to be discussed within their own faculty and allow time for all members of the committee to speak.**
2. Other **– None**
3. Adjournment: **Meeting officially adjourned at 1:30; however, several groups** **continued their discussion on the rubric revision until the next meeting time started at** **2:00pm**.