

Present: Stephanie Dirks, Anne Donegan, Alexa Forrester, Sarah Hopkins, Ann Schott, and Patsy Young.

Absent: Jessica Harris, Jill Harrison, Casandra Hillman, Ann Mansfield, Tammy Sakanashi and Osiris Zuberi.

Note-taker: Brenda Dixon

Minutes from October 5, 2023 meeting: Approved as is

1. Spring 2024 PDA Day
 - Call for Proposals: Sarah shared on screen the proposals submitted so far and the committee reviewed and discussed. Each constituency will reach out to their group to solicit more entries. May resend the “Call for Proposals” and extend the deadline.
2. College Council Update (Committee Function)
 - No word yet from College Council regarding the committee function. Heard that Cabinet is discussing available funds for professional development. Tri-Chairs will meet to review the Committee Function.
3. Professional Development Web Page
 - Stephanie will get access to assist with updating the Classified Professional tab. Some discussion about help needed from IT and PR. Need help with design and should be sure that pages are consistent (Faculty/Management/Classified). Tri-Chairs will discuss this the next time they meet.

Next Meeting: November 2, 2023 (Facilitator: Alexa Forrester)

Meeting Follow up:

- Spring PDA – Review of workshop proposals