



**Professional Development Committee  
Meeting Minutes - Thursday, October 5, 2023**

**Present:** Stephanie Dirks, Anne Donegan, Alexa Forrester, Jessica Harris, Jill Harrison, Sarah Hopkins, Ann Mansfield, Ann Schott, and Osiris Zuberi

**Absent:** Casandra Hillman

**Note-taker:** Sarah Hopkins

**Facilitator:** Stephanie Dirks

**Minutes from September 21, 2023 meeting:** Approved as is

<p>1. Fall 2023 PDA Day Survey Feedback – Follow-up from discussion at previous meeting — Agreement that the feedback was mostly positive and that there was input both in support of in-person participation as well as the need to offer remote options</p>
<p>2. Spring 2024 PDA Day — Deadline for submissions will be October 27, 2023 — Reviewed and finalized guiding principles in call for proposals — Clarified options for workshop modalities (in-person, online, etc.) — Shared the title/description/image for the Tauzer lecture</p>
<p>3. College Council Follow Up — Alexa confirmed that the message from PDC was sent to College Council and we await their feedback</p>
<p>4. PD Webpages — Alexa shared the faculty PD webpage updates — Discussion ensued about institutionalizing website support from IT and/or Marketing/Communications</p>
<p>5. Next Meeting agenda — Spring 2024 PDA Workshop Submissions — Committee Function</p>

**Next Meeting:** October 19, 2023 (Facilitator: Sarah Hopkins)

**Meeting Follow up:**

- Spring PDA Call for Proposals to be sent out
- Sarah to initiate request for PDA Poster and online image
- Tri-chairs to meet to discuss PD funding opportunities
- Funding questions / COPs
- Future meeting agenda for comprehensive website review