

Present: Anne Donegan, Alexa Forrester, Jessica Harris, Jill Harrison, Sarah Hopkins, Ann Mansfield, Tammy Sakanashi, Ann Schott and Patsy Young.

Absent: Stephanie Dirks, Casandra Hillman, and Osiris Zuberi.

Note-taker: Brenda Dixon

Minutes from November 16, 2023 meeting: Approved as is

1. Spring 2024 PDA Day
 - Workshop Schedule: Committee placed workshops into schedule as follows: Session 1 – 18; Session 2 – 9; Session 3 – 9; Session 4 – 8.
 - Lunch: Menu: Tacos. Be sure to have enough guacamole and chips. Will be in the Dining Commons.
2. Review of Committee Function
 - Still no word from College Council.
3. Professional Development Web Page
 - No discussion as Stephanie was not there.
4. Ann D. will be on sabbatical in the Spring. Ann Foster will be her replacement as Faculty Coordinator.

Next Meeting: January 18, 2024 (Facilitator: Alexa Forrester)

Meeting Follow up:

- Check out Lindley Building at next meeting?