



Meeting Minutes

Professional Development Committee

December 11, 2013

Tracey Jette's Office Cowan Hall # 213 C

3:30pm

Type of Meeting: Professional Development Committee

Members: Lanny Wilke, Fred Smiley, Linda Osterman, Tracey Jette, Mark Seiffert

Members Present: Tracey Jette, Linda Osterman, Fred Smiley

Chairs: Lanny Wilke

Co-Chair: Tracey Jette

Minutes: Debra Bradley

1. Meeting was called to order at 3:35pm
2. Minutes were approved for October 9, 2013
 - a. Fred made the motion to approve the minutes as they are
 - b. Linda second the motion
 - c. All approved
3. Funding Requests
 - a. Gary Succaw – Materials Symposium, Michigan State University - \$1278.40
 - i. Fred made the motion to approve the total amount of funding
 - ii. Linda second the motion
 - iii. All approved with a caveat with that Gary present to other interested faculty or staff that would be interested in material chemistry
 - b. Tracey Jette and Kim Watson- Innovative Educators Webinar - \$750.00
 - i. Fred made the motion to approve the total funding amount
 - ii. Linda second the motion with Tracey abstaining from the vote
 - iii. All approved of the funding request

4. Other business
 - a. Debra brought up the next meeting dates since most of the committee will be off campus till the new year-
 - i. December 18, 2013 will be cancelled
 - ii. January 1, 2014 will be cancelled due to MSUN campus not being open
 - iii. January 15, 2014 will be the next meeting date
 - b. Tracey has stated that we can use her office for the committee.
5. Meeting adjourned