

Professional Development Meeting
Meeting Minutes
October 13, 2011

Present: Lanny, Linda, Mark, Rosalyn

Not Present: Fred, Tracey

1. Prior Meeting Minutes

- a. Approved

2. Web Page

- a. Discussed putting link on MSUN web page under the following:
 - i. Homepage
 - 1. Faculty and Staff
 - a. Committees
 - i. Professional Development Committee with Mission Statement, Objectives, the Funding Request form, meeting minutes, meeting times, members and the agendas.

3. Other Discussion

- a. The committee discussed the need to develop funding procedures and processes, membership representation, historical professional development from each college, and whether or not release time slots should be given to each dean to distribute to faculty as approved.

4. Funding Request Form

- a. The committee made a few changes to the form, and discussed professional memberships, available money and the decision process.
- b. Amy will send out updated form to committee members.
- c. Mark will give update on process criteria at next meeting.

Meeting adjourned around 4:00 PM

Minutes taken by Amy Bryant