

**Professional Development Committee
Minutes 9/16/10**

Attending: Kala, Shanna, Regina, Ron, Julie, Carol, Dr. Abel and Caicey

OLD BUSINESS:

Appreciative Inquiry: Julie would like to have 32 people making 4 groups of 8 which is easiest to work with. Possible dates are November 11 and 12, with time TBA.

Disney Training: Will be held October 14th from 2 to 4pm, location TBA. Shanna will combine parts of the Guestology, Cast and other portions of the training.

Disaster Training: Will be offered September 30th, with two sessions, 9 to 11 and 1 to 3. We will play by ear how often we will offer this training.

Excel Training: Deanna Stevens is willing to provide excel training sessions in November during the afternoons. Enrollment will be capped at 20 people. Possible dates for basic training are November 9th and 23rd from 2 to 4pm, and November 16th and 30th for advanced training.

Shanna will make up a flyer to send out to campus for the training sessions, once she hears confirmation on dates and times.

Budget:

\$4,000 – Speaker for Professional Conference Days (will try to get some Title 3 funding for this.)

\$1,000 – Extras/Misc.

\$5,000 – Professional Development for those that specifically ask for a special conference/training/etc.

Submitted by: Caicey Crutcher