Minutes– Meeting 3
Professional Development Committee
Vernon College

February 1, 2013 ▪ 11:00AM ▪ VER RM 423, CCC RM 717

- **Call Meeting to Order at 11:00 AM.**

- **Attendance**

Vernon College Position	Member	Present	Not Present
Instructional Design & Technology Coordinator	Roxie Hill, Chair	X	
Faculty Senate President	Jeff Feix Chair	X	
Director of Quality Enhancement	Criquett Lehman	X	
Administrative Secretary to the President	Mary King	X	
Faculty - Speech	Dr. Donnie Kirk	X	
Faculty - Spanish	Renee Wooten		X
Faculty – Microcomputer Applications	Steven Underhill	X	
Professional Staff	Lana Carter		X
Professional Staff	LeAnn Jordan		X
Professional Staff	Travis Rose		X

- **Approve Minutes previous meeting**
  Mary King made a motion to approve the minutes as presented, and Dr. Donnie Kirk seconded. All members present were in favor; motion carried.

- **Professional Development Policy**
  Review Guidelines New Policy -Exhibit B
  Roxie Hill , co-chair presented and reviewed the guidelines of the new PD policy as reviewed and suggested by committee members. Committee members collaborated using a wiki, which was embedded in Blackboard. Changes discussed and suggested by the committee to the presented guidelines/policy:
  - Board of Trustees (keep PD as outlined in the governance)
  - PD be tied to Evaluation, but not to contract renewal
  - No banking of hours (12 a year starting over each academic year)

  Tabled PD Mission and Goals - Exhibit C

  In closing, co-chair reminded the committee of the timeline for presenting the finalized PD policy to president. The president would then take the policy to the President's team for approval or revisions.

Adjournment
Meeting was adjourned at 11:50 AM. Next meeting scheduled for Friday, April 19, 2013.