

Professional Development Team Meeting

Date: Jan. 19
Location: TRF-545
EGF-411a

Time: 12:00

Chair: Kristina Keller

Recorder: Holly Deschene/Kristina Keller

Members Present: Holly Deschene, Kristina Keller, Rob Jung and Terry Wiseth

Members Absent: Ron Dvergsten, Mary Hanson

Team Minutes

Agenda item: Review the Action Plan in more detail **Presenter:** Kristina and Holly

Discussion: The current Action Plan was reviewed for those not in attendance at the last meeting. It was decided that some of the wording for the strategies needed updating. A new goal was added in place of the D2L goals in the previous action plan.

Conclusions: The committee was pleased with the new plan and Kristina Keller will bring it to the College-wide Technology Committee meeting for review.

Action items	Person responsible	Deadline
✓ Make changes to the Action plan to reflect ideas and goals for '07	Kristina	By the college-wide Tech mtng.
✓		
✓		
✓		

Agenda item: **Presenter:**

Discussion:

Conclusions:

Action items	Person responsible	Deadline
✓		
✓		
✓		
✓		

Agenda item:

Presenter:

Discussion:

Conclusions:

Action items

Person responsible

Deadline

✓

✓

✓

✓

Agenda item:

Presenter:

Discussion:

Conclusions:

Action items

Person responsible

Deadline

✓

✓

✓

✓

Other Information

Guests:

Resources: PolyCom

Special notes: Next Meeting Date: March 2nd at 12:00 noon.

