Liberal Arts Staff Development Committee
September 9, 2015 – 10am – 206A Coke
Agenda

I. Welcome

II. Introduction of Officers
   a. Joshua Harms, Chair
   b. Allison Seibert, Vice-Chair
   c. Tammy Whisenant, Historian

III. Review of August Minutes

IV. Discuss Winter Luncheon – 12/04/2015
   a. Food
   b. Décor
   c. Registration
   d. Kudos
   e. Baskets

V. Discuss Summer Retreat Ideas
   a. Google Apps for Education
   b. QPR Training
   c. Others?

VI. Discuss Development Opportunities

VII. Shirts and photo – TBA

VIII. Any other business

IX. Adjourn
   a. Next meeting is October 14, 2015, 10am, in 206A Coke
      i. We will be joined by Dr. Steve Balfour, who will discuss Google Apps for education
Meeting Minutes
Liberal Arts Staff Development Committee
August 12, 2015 – 10am – 206A Coke

Present: Andy Armstrong, Andrew Vernon, Rebecca Buckalew, Connie Davenport, Brynn Garcia, Josh Harms, Marcy Heathman, Rubi Ruiz, Allison Seibert, Bat-Sheva Tabakman, and Tammy Whisenant

I. Brynn welcomed everyone to the meeting.

II. Brynn asked members in attendance if they had reviewed the July 2015 meeting minutes. Andy motioned approval with a second from Josh.

III. Brynn introduced the new members in attendance.
   a. Andrew Vernon joins from the Dean’s Office as Andy’s term is up.
   b. Rebecca Buckalew joins from International Studies.
   c. Bat-Sheva Tabakman joins from Economics.
   d. Aimee Upton will join from Communication, but was not able to attend the meeting.

IV. Discussion of plans for the 2015-2016 year.
   a. Officer elections will take place between this meeting and the next.
      i. Connie will send out an email requesting nominations.
      ii. She will confirm with the nominees their willingness to serve.
      iii. Connie will send out an email requesting votes on the final nominees.
      iv. Votes will be tallied and officers will be announced.
      v. Officer’s term will begin in September and end in August.
   b. Brynn will make a Google Drive so that she can share all items with the new chair and the committee.
   c. Brynn will also look into sharing the Qualtrics surveys for future use.
   d. A few ideas for workshops have been brought up to several of us.
      i. Steve Balfour would like to give a workshop on technology in classrooms.
      ii. Green Dot Bystander Intervention Training
      iii. Retirement
      iv. Financial Planning
      v. QPR Suicide Prevention Training
      vi. College New Employee Welcome
      vii. Dean’s Monthly Department Presentation Initiative
         1. Speak with Mary Schubert and Srivi Ramasubramanian on the developments of this.

V. Any other business

VI. Adjourn