Faculty Development Committee Minutes

November 11, 2022

Ware 212

Members Present	Pam Ortega, Emily Gilbert, Christy Robinson, Jackie Llewellyn, Luci Creery, Frank Demos, Ariana Tiroff, Victor Favela, Frank Bellizzi, Mike Hannen, Whitney McGilvray, Beth Rodriguez, Trena Rider, Maria Johnson, Robert Dillon, Amanda Lester-Chisum, Nathan Fryml
Members Absent	Don Abel, Kim Bowen, Connie Haskins, Amy Pifer, Sharon Shelton, Kelly Voelm, Will Ratliff, Donna Cleere, Lee Stedje, Jessica Hill, Kristin Barker,
Guests	BECKY BURTON

Topics	Discussion/Information	Actions/Decisions Recommendations/Timelines
Meeting called 1:05 pm		
Review of Minutes	September 13, 2022 Minutes were approved by email.	
ACES 2023	Location has moved to Ordway/Dutton Hall. Keynote will be in Ordway, then Dr. Clunis will talk to us. We currently have 38 proposals. We'll currently have 9-10 sessions per timeslot. Kristin Barker researched scheduling software that can help ACES planning/day of schedule. We watched videos on two different event management possibilities. ● "Sched" would be $499 for the Essentials package per event; $799 for the Plus package.	**Members present chose the Plus package of Sched. Pam will present the option to Lori for final approval.** **Watch this video for information on Sched.**

	● "Eventee" is $999 per event. Dr. Lori Petty has stated that either choice of software management is budget sustainable. Program committee wasn't present, but information was sent to the committee chair ahead of this meeting. Logistics committee reported that classrooms are all scheduled; working on where to have morning sign-in and food. It will be Jason's Deli boxed lunch. Breakfast items are a hodgepodge from AC Cafe and United. Donations committee has already visited many places and received donations. Gave the full committee donation letters for any personal business connections. Registration committee - 44 people registered from Clarendon; none from Frank Phillips at the moment. Volunteer Committee - preparing to send out a Sign-Up Genius, just waiting on a program schedule. This year, we're going to add some sign-ups for setting up the day before, and potentially for picking up breakfast items the morning of.	

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	Survey committee - surveys will be built into Sched. Need to buy/process Sched before can move forward on surveys. Presentation committee - 39 proposals to look through. Need to set a schedule of programs. Marketing will create a printed program; need information to Marketing 14 days ahead of time.	
Other Announcements	Becky Burton asked us to think about faculty development as a whole, outside of ACES. Please consider Watermark as a possibility for training in the future. She requested that this committee can be a connection between her and the faculty in terms of what does the faculty want/need.	
Next Meeting Dates	December 9th at 1:00 PM. Place TBD.	
Full meeting ended 2:06 pm		

Recorder: Emily Gilbert, Director of Library