

Faculty Development Committee Minutes

November 12, 2021

Parcells 410

Members Present	Pam Ortega, Emily Gilbert, Jackie Llewellyn, Michaela Dodson, Beth Rodriguez, Don Abel, Christy Robinson, Luci Creery, Frank Demos, Jessica Hill , Frank Belizzi,
Members Absent	Angela Powell, Bryan Cresap, Penelope Davies, Jeff Gibson, Connie Haskins, Amanda Lester-Chisum, Donna Cleere, Maria Streater, Sam Schwarzlose, Rodney Donahue, Amy Pifer, Lori Petty, Terry Smith, Will Ratliff, Kim Bowen, Michael Hannen, Robert Dillon, Kristin Barker, Whitney McGilvray,
Guests	

Topics	Discussion/Information	Actions/Decisions Recommendations/Timelines
Meeting called 9:04 am		
Review of Minutes	Minutes approved through email.	
ACES 2022	<p>Our meeting in December might be in person or through Zoom.</p> <p>Digital program was created by Michaela. We'll send out QR codes on the day of ACES.</p> <p>Timeline: 9-9:30 will be registration and donuts</p> <ul style="list-style-type: none"> We'll be set up on the first floor of Byrd/Parcells for name tags and raffle. Each person who wants to be in the raffle 	<p>Every member of Faculty Development Committee needs to go through the program to check for spelling/usability.</p> <p>Every committee needs to look at this document and answer the questions. This is the document Michaela emailed out.</p>

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	<p>will fill out a ticket with their name and cell phone so we can text them if they win.</p> <p>9:30-11:20 Keynote and reflection</p> <ul style="list-style-type: none"> • In the same room as session #1. This will be where they officially check in. • Keynote speak until 11:00 AM. Then reflection time. <p>11:30 -12:15 Session #1</p> <ul style="list-style-type: none"> • Same room as Keynote <p>12:15 - 1:00 PM Lunch</p> <ul style="list-style-type: none"> • Boxed lunch available on first floor <p>1:00 - 1:45 PM Session #2</p> <ul style="list-style-type: none"> • QR codes for each session <p>2:00 - 2:45 PM Session #3</p> <ul style="list-style-type: none"> • QR codes for each session <p>3:00 - 3:45 PM Session #4</p> <ul style="list-style-type: none"> • QR codes for each session <p>Someone from the registration committee will draw a raffle after each session. The Librarian will text the winners. The committee member will take pictures of each winner.</p> <ul style="list-style-type: none"> • Jackie Llewellyn - Session #1 • Frank Bellizzi - Session #2 • Christy Robinson - Session #3 • Luci Creery - Session #4 	<p>Especially if you are presenting, PLEASE double check your session title/information to ensure accuracy.</p> <p>Registration - Frank Bellizzi is picking up donations. Need to check with Natural Grocers re: water bottles and gift basket.</p> <p>Volunteer Committee: Need a volunteer person to man the raffle table. Librarians volunteered to help man this desk by Emily.</p> <p>Registration Committee will meet separately from ACES large meeting to discern what prizes will be drawn for each session.</p>
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	CTL has the tickets, name tags, and pens. Michaela will bring these items when set-up.	
Next Meeting Dates	December 3rd at 10:00 AM	
Full meeting ended 9:55 am		

Recorder: Emily Gilbert, Director of Library