



**Professional Development Committee**  
Noon-1pm

September 4, 2018  
BAC 412 & by phone

**Attendees:** Sharon Lee – Chair, Linda Anderson, Yolanda Anderson, Scaava Berhane, James Bogner, Moira Clancy, Carol Comito, Denice Diab, Vanessa Diggs, Chris Lee, Kristen Lee, Jennifer Mareiro, Tina Nguyen, Patty Odle, Kurt Palmer, Sarah Prosory, Heather Roberts, Cheryl Warren

This was the first meeting of the new SC year. The committee meets every other month on the 1<sup>st</sup> Tuesday at noon with the next meeting to occur in November.

**Chair Transition and Committee Responsibilities:** Sharon will step down as chair. Christopher Lee volunteered to be the new chair and will take on the responsibility beginning the next meeting. Sharon shared the charge for the committee: Responsible for providing speakers for Staff Council professional development events/series, including monthly Lunch & Learn series and annual CSW/SC Professional Development Conference. Maintain roster of speakers to share with other ASU organizations for various events/workshops as needed.

**CSW/SC Professional Development Conference:** The annual conference is October 17 at Downtown, Poly and West campuses, and October 18<sup>th</sup> at Tempe campus. Please register for workshops and to volunteer for the conference. Assignments will be distributed at a later date closer to the event.

**Sun Devil Rewards Points:** Secret code for the meeting was shared. This is given at each meeting to encourage participation in Staff Council committee meetings and events.

**Upcoming Events:**

**Lunch and Learn Series** - Tues. Sept. 18, 12:00-1:00 p.m.

Topic: Active Shooter Training

Speaker: Chuck Eberspacher, ASU Police

**Faculty/Staff Organization Fair** - Wed. Sept. 19, 11:30 a.m.-1:30 p.m.

Meeting was adjourned at 12:40 p.m.

The next meeting is scheduled for Tuesday, November 6<sup>th</sup> at noon, location TBD.