

Staff Council – Staff Development Committee

Meeting Minutes

6/10/13

Opening

The regular meeting of the Staff Council – Staff Development Committee was called to order at 4:15pm on 6/10/13 in College of Education Room 481 by Kimberly Moore.

Present

Kimberly Moore, Candice Merritt, Julie Stoverink, Santrisa Glover, Doug Samuels, Deborah Wilson, Aileen Taylor

Open Issues

Year End Review Document

Action Item

- ✓ Please review this document on Base Camp

Career Job Families Major Categories- This project is on hold until further notice. The committee will focus on the Organizational Learning Plan and centralizing training offerings on the GSU webpage.

New Business

Organizational Learning Plan (Draft) - Deborah Wilson and Doug Samuels from Organizational Development and Consulting Services supplied a hard copy draft of the OLP and discussed the implementation of employee/management/leadership development programs for the GSU Staff, which their dept. is implementing.

This plan will be presented at the next Staff Council Meeting on June 19, 2013.

Action Items:

- ✓ Members will provide feedback on the OLP
- ✓ Members think of ways to market the OLP to staff across campus to increase participation

Other ODCS Initiatives Discussed- Executive Roundtables, Lecture Series, Informal Peer Learning

Training Calendar- The committee discussed creating a centralized online calendar of trainings, course offerings, and leadership development opportunities for all staff. This centralized calendar would include all trainings offered across departments including online courses offered via IS & T, i.e. Skillsoft and Lynda.com. The committee discussed creating improved communication systems to broadcast training opportunities. Some of these ideas included a targeted list serve options via the Communications Dept. or via the Research and Administration Web page.

Action Item:

- ✓ Follow-up with Chris Connelly regarding centralized webpage via WORDPRESS

HR Learning Plan- The committee discussed providing the training calendar link on HR employee evaluation learning plans. This would allow employees easier access to trainings and creating their yearly learning plan in regards to the outcome of their employee evaluation.

Staff Professional Development Grants- The committee discussed the outstanding proposal for funding professional development grants and the benefits of this proposal if passed.

Meeting Time- The committee agreed to change our meeting times to the 2nd Monday of Every month at 2:30pm so all members can be in attendance.

Agenda for Next Meeting

Will be provided by Kimberly Moore

Adjournment

Meeting was adjourned at 5:15pm by Kimberly Moore. The next meeting will be at 2:30pm on July 8, 2013, TBA.

Minutes submitted by: Aileen Taylor

Approved by: Kimberly Moore