

## QEP Professional Development Subcommittee Minutes

(1<sup>st</sup> Meeting) 07/01/2013

Attendees: Rhonda Cole, Jim Daniels, Rod Adams, John Eichinger, Tonya Bennett

### Agenda:

- Purpose & Responsibilities of the QEP Professional Development Subcommittee (PDS)

Plan a variety of training sessions for advisors over a 5 year period.

- Identifying short and long-term goals regarding Professional Development relating directly to the QEP

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- PDS Initial Recommendations

SLO 1.1.1 Face to face Web Advisor training for both entry level and midlevel advisors.  
Training to take place each August and January, from 2014-2019

SLO 2.1.2 Showcase testimonials of faculty perspective on encouragement and leadership, and student success stories.

Provide training in Early Alert system for advisors.

SLO 3.1.1 Provide access and training for STRK screen in Datatel.

Adapt Fox Valley Technical College Academic Advising Training Series Manual to TCL's needs and implement by 8/2015

- Next Meeting: \_\_\_\_\_