

# MCRPA PD committee agenda and notes

Thursday September 2, 2021 | 10am

Attendees: Elizabeth Schlackman (chair and note taker), Jackie Williams (vice chair), Kimberly Bloch Rincan, Tykesha Reed

1. Welcome and debrief – how's it been going? What's new?
2. Administrative update
  - a. Reorganization of OneDrive. Please review file structure.  
<https://montgomerycollege0.sharepoint.com/sites/MCRPAPDCommittee2018-2019/Shared%20Documents/Forms/AllItems.aspx>
  - b. Elizabeth will be on maternity leave from mid-November to the beginning of March. Jackie will be acting chair during that time.
3. Lunch and learn
  - a. Topic ideas? Boundaries at work? Reintegrating at work? Transitioning to work
  - b. Mostly facilitated with content, then open comment session at the end.
  - c. In about two weeks, the committee will meet again to check in on planning progress. Jackie will organize meeting.
  - d. Elizabeth will facilitate event and take lead on planning.
  - e. Thursday September 30<sup>th</sup>, 12-1
4. Chats with the Chief
  - a. Dr Charlene Dukes in the third week of October.
  - b. Jackie will contact Lisannie Montilla in the President's Office to find a date.
5. Other events for the year
  - a. February 2022 – Chat with the chief
  - b. March 2022 – Lunch and Learn
  - c. May 2022 – Annual Retreat
6. Annual Retreat
  - a. This fall the committee will focus on defining the theme and structure of the retreat.
  - b. Committee will work on logistics planning during the beginning of 2022.
  - c. Kimberly will set up volunteer program for retreat. We will define roles for the volunteers
  - d. Depending on their roles, volunteers will start joining committee meetings in the new year to plan the retreat.
7. New members
  - a. New members are very welcome! Please feel free to recruit.
  - b. Committee meetings will be advertised to the MCRPA members.