

## **PROFESSIONAL DEVELOPMENT COMMITTEE**

### **Purpose:**

Creates staff professional development and recognition opportunities for staff within the Division of Student Affairs and Enrollment & Degree Management

### **Charge:**

- Enhance staff professional development and team-building opportunities.
- Deliver programs that recognize and celebrate the staff of Enrollment & Degree Management and the Division of Student Affairs, e.g., New Staff Welcome, Mentor+ Program, Summer Professional Development Series and ongoing professional development and recognition programs.
- Provide ongoing, on-campus professional development opportunities tied to the ten (10) professional competencies identified by the ACPA (American College Personnel Association) and NASPA (National Association of Student Personnel Administrators) joint task force and rotate each set of competencies bi-annually.

### **Membership Guidelines:**

- Membership is composed of representatives of the Division of Student Affairs and Enrollment & Degree Management.
- The Chair is a representative selected by the members of the Committee.
- Total membership annually is approximately 10-12 members.
- The Assistant Vice President for Enrollment & Student Success and the Assistant Vice President for Student Affairs serve as ex officio members of the Committee and act as liaisons between the Committee and the respective Vice Presidents.

### **Membership Appointment:**

- Members must submit a letter of interest and are appointed by the Vice President for Student Affairs and the Vice President for Enrollment & Degree Management.
- All staff members within the Division of Student Affairs and Enrollment & Degree Management are eligible to serve on the Committee.

### **Membership Terms:**

Committee members will each serve a two (2)-year term, with the option for a one (1)-year extension by the Assistant Vice President for Enrollment & Student Success and the Assistant Vice President for Student Affairs.

**Frequency of Meetings:** Monthly

**Expected Lifespan:** Ongoing

**Reporting Requirements:**

Agendas and minutes for each meeting are recorded, shared, and sent to each member.

**Operating Procedures:**

- The Committee submits program plans to the Vice President for Student Affairs and the Vice President for Enrollment & Degree Management for review and approval.

**Relationship to Other Committees:**

The Professional Development Committee may have a number of subgroups to develop programs and plan events.

**Typical Date of Membership Turnover:** Summer

**Responsible Office:** Vice President for Student Affairs and Vice President for Enrollment & Degree Management

- **Administrative Contact Name & Position:** Ryan Padgett, [padgettr1@nku.edu](mailto:padgettr1@nku.edu) and Dannie Moore ([moored8@nku.edu](mailto:moored8@nku.edu))

**Website:** ???

**Membership Roster (2018-19)**

NAME	TITLE	DEPT.	COMMITTEE AFFILIATION	COMMITTEE ROLE	EMAIL
<b>Leadership</b>					
Gabby Dralle	Director	Norse Violence Prevention Center	Student Affairs	Co-Chair	molonyg1@nku.edu
Rachel Loftis	Coordinator	LGBTQ Programs and Services	Student Affairs	Co-Chair	loftisr1@nku.edu
<b>Other Members</b>					
Ryan Padgett	Asst. Vice Pres., Enrollment & Student Success	Enrollment & Student Success	Enrollment & Degree Mgmt.	Ex Officio Member	padgettr1@nku.edu

Dannie Moore	Assistant Vice President, Student Affairs	Center for Student Inlusiveness	Student Affairs	Ex Officio Member	moored8@nku.edu
Terrence McCraney	Coordinator	Admissions	Enrollment & Degree Mgmt.		mccraneyt1@nku.edu
Sherri Jones	Administrative Assistant	Enrollment Management	Enrollment & Degree Mgmt.		jones38@nku.edu
Tori Patrick	Coordinator	Admissions	Enrollment & Degree Mgmt.		tori.patrick@nku.edu
Shawn Clark	Associate Director	UCAP	Enrollment & Degree Mgmt.		clarks17@nku.edu
Will Love	Police Lieutenant	University Police	Student Affairs		lovew1@nku.edu
Bob Alston	Assistant Dean of Students	Office of Student Conduct, Rights, and Advocacy	Student Affairs		alstonr1@nku.edu