WRAAAE – Professional Development Committee

5/26/22

1. Introductions of Committee Members
2. Walk through the WRAAAE Conf. Itinerary – Dr. Norris
	1. Time opportunities for PD sessions?
3. Committee PD discussion/Action Items
4. Scholarship Update and Timeline – Dr. Teixeira
	1. Action Items
5. Other Topics or Ideas?

### Members Present:

* Tommy Henderson, Chico State University (Chair)
* Ann De Lay, Cal Poly San Luis Obispo
* Alyssa Schager, Chico State University
* Kathryn Teixeira, U. C. Davis

### Others Present:

* Shannon Norris, Guest - New Mexico State University (Host Site) Cell: 575-590-0030

### Minutes:

1. Tommy Henderson called meeting to order on May 26, 2022 at 3:00pm and invited group to introduce themselves.
2. Walk through the WRAAAE Conf. Itinerary – Dr. Norris
	1. Shannon Norris from New Mexico State University (2022 WRAAAE Conference Host Site) provided a general overview of the tentative conference agenda.
	2. For the Graduate Networking Reception, nothing is currently set in stone.
	3. Currently, the consensus is that graduate students just want to learn who the other graduate students are and have time together. Open to featuring a more structured program.
	4. Discussed potential for offering programming to graduate students from 4:45 – 5:30pm on Tuesday.
	5. There may be the potential to fill the Research Session 3 from 3:15 – 4:45 on Tuesday with PD. Shannon will keep us posted. Should know by July if that session is open time.
	6. Committee wondered if the WRAAAE Committee should play a larger role in PD or if the Conference Planning Team had it already dialed in. Shannon assured the Committee that their efforts are most welcome. The Planning Team is there to support.
	7. Discussion surrounding the conference space and potential for other activities (patio, museum exhibit rooms, farm and heirloom equipment, etc.)
	8. Potential for hosting a post-conference session on Wednesday at noon for collaborative grant writing or research teams based on interest areas.
	9. Potential for scavenger hunt in the conference space.
3. Committee PD discussion/Action Items
	1. **Taste of New Mexico –** (Katy Teixeira will work out details.)
		1. 30-minute time slot for graduate students.
		2. Give them a clock with the time periods of the conference on it. Then, have them sign up to meet up with different people at the conference for different research sessions, meals, and poster sessions. Perhaps have different talking points written on them.
	2. **Graduate Student Networking Session -** (Alyssa Schager will work out details.)
		1. Could ask 2-3 professionals to serve on a panel
		2. Facilitate a panel discussion for 4:45-5:30pm on Tuesday.
	3. **Post-Conference Collaborative Time -** (Tommy & Ann will work out details.)
		1. Set up collaborative “interest areas” for the post-conference (Wednesday).
		2. Need to identify topics (Curriculum, Grants, & Research) and individuals to serve as room leads.
	4. Report back by June 23, 2022. Details TBD.
4. Scholarship Update and Timeline – Dr. Teixeira
	1. The region allotted $1000. Four awards at $250 each.
	2. Revised the 2019 scholarship application to make it a fillable pdf.
	3. Award criteria featured
	4. Needed to be scored by faculty that do not have students in the application pool.
	5. Has been shared with committee but needs to be shared with the region.
	6. Applications are due July 15. Planning to make a decision and send out in August.
	7. Action Items
		1. Katy will email the application and specifics to Marilyn Trefz and ask her to send out to the region.
5. Meeting adjourned at 4:04pm.