Chair: Theresa Martin
Note-Taker: TBD

Old Business
1. Review Agenda - All
2. Review Meeting Notes of Sept. 16, 2015 - All

New Business
1. PD Update – Theresa

2. Review CAE Mission and By Laws – Theresa/ David

3. PD planning - Theresa

Announcements
1. Upcoming Professional Development Opportunities:
   - Eyes on the Prize Series: Fridays 12:10 – 1:30pm, March 6, 13, 20. Bldg 10-180
   - Program Review Guidance Sessions: Fri., Mar. 6, 12:00-1:00pm. Bldg 36-200; Thurs. Mar. 19, 2:00-4:00pm. Bldg 18-108
   - Advocacy Workshop (DSPS): Wed. Mar. 18, 1:00 – 2:30pm. Bldg 14-118
   - Equity Speaker and National Equity Project Workshop: Date, time, location - TBD

2. Future agenda items
   - Institutional Professional Development Plan
   - Ideas for Fall 2015 Flex Day Sessions
   - Ideas regarding Technology and PD

3. Next Meeting: Thurs. April 2, and/or Thurs. May 7?