

2020-2021 Commission for Women committee report
Professional Development and Mentoring (PDM) Subcommittee

Committee Members:

Jeannie Jones Tennant, Co-chair

Kristin Tocci, Co-Chair

Lisa Yamagata-Lynch

1. Provide a summary of your committee's accomplishments in 2020-2021. Be sure to indicate the progress made in completing the specific charges provided to your committee. (Note: It is okay if you were not able to complete each charge or shifted focus based on discussions with the co-chairs.)

Through discussions around professional development needs on campus in 2019, the PDM committee did some professional development (PD) benchmarking among peer and aspirational institutions to better understand UTK's own offerings. Through this process, it became clear that while UTK offered a plethora of PD opportunities, they were spread across campus and were not available in any one location. The recommendation for the 2020-2021 year was to create a one-stop shop website that would be the landing page for all UTK professional development opportunities. As previous members of the 2019-2020 PDM subcommittee, Jeannie and Kristin started the 2020-2021 academic year as co-chairs.

First steps in the Fall were to identify and meet with key campus partners, including Mary Lucal, Janelle Coleman, and Joan Thomas. Foundational meetings were held in the Fall and early Spring to gather information and ideas from key campus partners to lay the groundwork for the series of collaborative meetings between CFW PDM and OIT. Lisa Yamagata Lynch joined the committee to lend her expertise in teaching/learning/instructional design in early Spring. These joint meetings between PDM and OIT were fruitful in discussing the functionality and constraints of current UTK infrastructure, as well as desired outcomes for this project. Through these discussions the proposal grew to include better use of the current UTK Events calendar in conjunction with the proposed website.

Though most of this year has been foundational in nature, some deliverables include the creation of a Professional Development special event Channel on the Events calendar; two new topics in which all Professional Development events can be tagged to align with the framework of the website; a plan with OIT to build the first iteration of this website to accompany our proposal; and a plan to complete a comprehensive implementation proposal by the end of the summer that will incorporate support from key campus constituents and councils and commissions.

2. Provide any recommendations your committee may have for how the campus administration can help your committee in making progress in its initiatives in 2021-2022.

1. We currently have a detailed plan for completing a comprehensive implementation proposal as well as a fully functioning website before the start of Fall 2021. At that point, we will further outline our recommendations for next steps.

It is our intention to have a functional first draft of this website to visually support continued discussion around the content and organization of the website to best meet the needs of all target audiences' members at UTK. It is our belief that our work is just a launching pad to support more productive conversations among key campus partners and administration.

Our proposal will also include recommendations for engaging campus commissions, councils, and other key stakeholders on campus who will serve as ambassadors for the communication campaign, promoting the PD website and the best way to utilize the Campus Events calendar to support the website.

With continued support from administration this project has the potential to grow and evolve into a more complex and comprehensive website focused on both streamlining and highlighting professional development opportunities, that also serves as an assessment for professional development needs not currently being met.

2. In regards to the committee and its collaboration with other committees, it would be very helpful to receive some more guidance prior to the start of Fall 2021 in how the subcommittees should collaborate with each other, particularly the Professional Development and Mentoring committee and the Events committee. If it would be possible for the co-chairs of each committee to all meet together as a group with the CFW co-chairs prior to (or at the start of) the 2021-2022 year, that would be incredibly helpful. Thank you!

3. Offer your committee's recommendations for priorities for the CFW for the 2021-22 academic year.

Continuation of timeline proposed below.

Addendum I: Timeline of Academic Year

Fall 2020

September 4th - First CFW meeting

September 29th - May 6th - After losing a committee member, Kristin and Jeannie meet weekly throughout the Fall and Spring semesters

September 30th - PDM and Events subcommittees meet

October 9th - Booth Burnout event

October 29th - First meeting with CFW Co-chairs

CFW Co-chairs reach out to key campus partners to provide introductions (Mary Lucal, Diane Kelly, Janelle and Dixie Thompson)

December 3rd - Kristin and Jeannie meet with Janelle Coleman

December 4th - Jeannie and Kristin meet with Mary Lucal

December 11th - Second meeting with CFW Co-chairs

December 11th - CFW Co-chairs email Janelle Coleman and Johnelle Simpson to set meeting time

Spring 2021

January 25th - CFW Co- chairs email Lisa Yamagata Lynch and Gretchen Neisler to propose working with PDM.

February 1 - CFW Co-Chairs and Kristin and Jeannie meet with Janelle Coleman

February 15th - Jeannie and Kristin meet with Joan Thomas from OIT

February 25th -Jeannie and Kristin meet with Joan Thomas, Susannah Finley, and Meg Erlewine from OIT

March 4th - Jeannie and Kristin meet with Lisa Yamagata Lynch and Gretchen Niesler

March 30th - CFW Career development event

March 31st - Jeannie, Kristin, and Lisa meet with Meg Erlewine

April 8th - Jeannie, Kristin, and Lisa meet

April 23rd - Jeannie, Kristin and Lisa meet with Meg Erlewine

April 30th - Jeannie and Kristin meet with Meg Erlewine (OIT) and Craig Cook (Office of Creative Communications)

April 30th- Jeannie, Kristin and Lisa meet

May 3rd - Third meeting with CFW Co-chairs

Anticipated Summer 2021 Timeline

May 2021 - Kristin, Jeannie and Lisa will continue to meet and finalize initial content for first website iteration

June 2021 - Meg Erlewine will create first website iteration

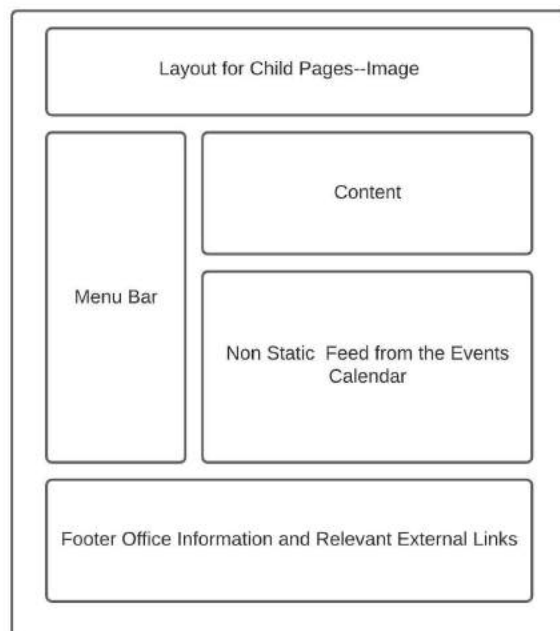
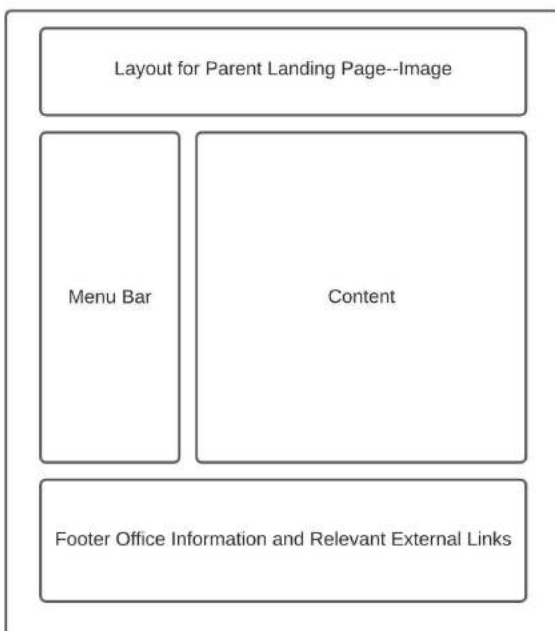
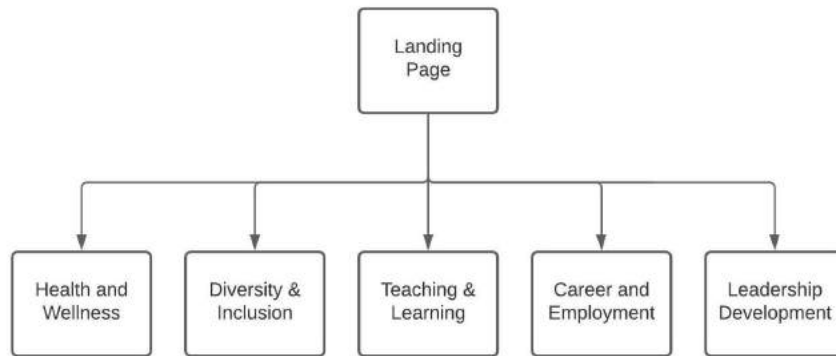
July 2021 - Jeannie, Kristin and Lisa will collaborate with key campus partners to finalize proposed website content and layout

August 2021 - Jeannie, Kristin and Lisa will finalize proposal to be submitted prior to start of Fall 2021

Fall 2021 - Collaborate with other UTK Councils and Commissions to draft a communication plan

January 2022 - Website launch and Communication plan implementation

Addendum II: Proposed Site Map for Professional Development Website: Develop.utk.edu



Addendum III: Initial planning for Website Content

Table of Content for Website

Page Title	Content	Static PD Information
Landing Page	Welcome....	None
Health and Wellness	Health and wellness is about....	● TBD May 2021
Diversity & Inclusion	Diversity & Inclusion is about...	● TBD May 2021
Teaching & Learning	Teaching & Learning is about...	● TBD May 2021
Career & Employment	Career & Employment is about...	● TBD May 2021
Leadership Development	Leadership Development is about...	● TBD May 2021

Addendum IV: Aspirational peer website used as model for proposed site map

University of Michigan Rackham Graduate School:

<https://rackham.umich.edu/professional-development/>



Career Development

Career Development is the process through which people develop and achieve professional goals.



Diversity, Equity, and Inclusion

Diversity, Equity, and Inclusion (DEI) is valuing multiple social identities and advocating for access and belonging for all persons.



Collaboration

Collaboration is the intentional process of working effectively with others toward shared objectives.



Leadership

Leadership is the ability to create positive action towards a mission through motivating others and accomplishing goals.



Communication

Communication is the ability to effectively convey your research and scholarship to multiple audiences and in a variety of media.



Personal Well-Being

Personal well-being involves finding deeper meaning, balance, and purpose in one's life.

The image shows a screenshot of the Rackham Graduate School website's Professional Development Opportunities page. The header includes the Rackham Graduate School logo and navigation links for Prospective Students, Current Students, Postdoctoral Fellows, Faculty and Staff, Alumni, Make a Gift, and Contact. Below the header, there is a main navigation bar with links for Programs of Study, Admissions, Funding, Navigating Your Degree, Professional Development (highlighted), Rackham Life, About, and COVID-19. The main content area is titled "Professional Development Opportunities" and features three large light blue boxes with white text and arrows: "Rackham Program in Public Scholarship", "Rackham DEI Professional Development Certificate", and "Rackham Internships". To the right, there is a section titled "Upcoming Workshops" with a light blue background. It includes a brief description: "Rackham hosts a variety of workshops around core professional and academic development skills." Below this, there are three workshop listings, each with a date and time: "What's Next? Constellations & Orientations: New Ways to Think About Your Skills" (Friday, May 21, 10:00 am to 12:00 pm EDT), "What's Next? Disciplinary Career Panels: Humanities" (Friday, May 21, 1:00 pm to 2:30 pm EDT), and "What's Next? Disciplinary Career Panels: Social Sciences" (Friday, May 21, 1:00 pm to 2:30 pm EDT). A "View More ..." link is located at the bottom of the workshop section. The page is decorated with icons of a lightbulb and a person.

Example sub web page, Leadership

<https://rackham.umich.edu/professional-development/core-skill-leadership/>

Core Skill: Leadership

Leadership is the ability to create positive action towards a mission through motivating others and accomplishing goals. Leadership requires self-awareness, empathy in building relationships, drive to set and achieve goals, and action for positive change.

Successful organizations require people who can craft a compelling vision and possess the social capital necessary to galvanize people around a mutual goal, the strategic thinking to craft a plan, and the capability to deliver what is required.

- MATT NELSON
PH.D. STUDENT, DESIGN SCIENCE



Upcoming Leadership Events

- JUN
01

Leading Inclusive Teams
Tuesday, June 1, 10:00 am to 12:00 pm EDT

- JUN
08

Integrating Critical Perspectives Into Leadership: Moving Theory and Practice Towards Inclusion and Justice
Tuesday, June 8, 10:00 am to 11:30 am EDT

- JUN
10

Leading with Emotional Effectiveness
Thursday, June 10, 10:00 am to 11:30 am EDT

- JUN
17

A Mindful Mindset for Engaged Leadership
Thursday, June 17, 10:00 am to 11:30 am EDT

- JUN
22

Restoration, Transformation, and Leadership: Centering Healing in the Actions We Take Towards Racial Equity
Tuesday, June 22, 10:00 am to 11:30 am EDT

[View More...](#)

Campus Resources

Leadershape

Ethics-based leadership development experience for U-M students.

Center for Campus Involvement

Dynamic, student-focused department that serves undergraduate and graduate students.

Sanger Leadership Center

Develops leaders with the character and capabilities to thrive in today's dynamic world of work.

Center for Entrepreneurship

Teaches the skills needed to successfully translate high-potential projects and ideas into the world.

Contact Professional and Academic Development

1530 Rackham Building
 48106-1300

Addendum V: Changes already made to UTK Calendar of Events


Creation of Professional Development channel on UTK Calendar of Events:


<https://calendar.utk.edu/professional-development>


calendar.utk.edu

Apps The University of Te... MyUTK Navigate Lynda HSP Sites UTK CATALOG Student Resources UT UB Orientation Diversity BUAD 200 UTK Strengths Gallup

UPCOMING EVENTS UPCOMING TRENDING

 **Exams**
Spring 2021 Semester
5/6
[I'm Interested](#)

 **Accessibility & UDL: Enhancing Video...**
Captioning, once thought to be exclusively for individuals who are deaf or hard of hearing, has well researched benefits for ALL learners. Indeed, captions...
5/6 9:50am
Virtual Event

 **Public COVID-19 Vaccine Clinic at Student...**
Public COVID-19 vaccine clinics at the Student Health Center are for members of the general public, including UT students, faculty, staff, and retirees, to...
5/6 10am

2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

[Submit an Event](#)


NEED HELP?


Do you have a question about event submissions, management, user permissions, or bulk uploads? Please fill out our [Support Request Form](#).


SPECIAL EVENTS

GPSPD
Professional Development
Public COVID-19 Vaccine Clinics

Creation of two new topics on Events Calendar: 1.) Professional Development

 **Rhetoric, Writing, and Linguistics Speaker...**
James Chase Sanchez, "Salt of the Earth: The Rhetoric of White Supremacy" In this talk, James Chase Sanchez argues that contemporary rhetoric of white...
5/7 3:30pm
Virtual Event
[I'm Interested](#)

 **Spring 2021 Graduate and Professional Hooding...**
Ceremony Details Ceremonies will last approximately 2.5 hours.Attendance will be limited.Recorded music will be used.Programs will be mailed to graduates at...
5/7 4pm
Neyland Stadium
Stream Available
[I'm Interested](#)

 **Opening Reception: ARTSOURCE an exhibition of...**
For more than a decade, Art Source, the exhibition dedicated solely to Knox County art educators, has given these same teachers an

TOPIC

- Agriculture (46)
- Health & Wellness (13)
- Teaching & Learning (12)
- Visual & Performing Arts (11)
- Career & Employment (9)
- Engineering (9)
- Humanities & Social Sciences (7)
- Student Life & Traditions (7)
- Diversity & Inclusion (5)
- Science (3)
- Business & Entrepreneurship (2)
- Communication & Information (1)
- Professional Development (1)
- Sustainability (1)
- Academic Administration (0)
- Admissions (0)
- Architecture & Design (0)
- Athletics (0)
- Law & Policy (0)
- Leadership Development (0)
- Student Success (0)
- Volunteering (0)
- Show Less

2.) Leadership Development



Rhetoric, Writing, and Linguistics Speaker...

James Chase Sanchez: "Salt of the Earth: The Rhetoric of White Supremacy" In this talk, James Chase Sanchez argues that contemporary rhetoric of white...

🕒 5/7 3:30pm

📺 Virtual Event

I'm Interested



Spring 2021 Graduate and Professional Hooding...

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🕒 5/7 4pm

📍 Neyland Stadium

📺 Stream Available

I'm Interested



Opening Reception: ARTSOURCE an exhibition of...

For more than a decade, Art Source, the exhibition dedicated solely to Knox County art educators, has given these same teachers an opportunity to nourish and...

☰ TOPIC

Agriculture (46)
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Business & Entrepreneurship (2)
Communication & Information (1)
Professional Development (1)
Sustainability (1)
Academic Administration (0)
Admissions (0)
Architecture & Design (0)
Athletics (0)
Law & Policy (0)
Leadership Development (0)
Student Success (0)
Volunteering (0)
Show Less