

**National Training Directors Council  
Annual Meeting Minutes  
December 4, 2016  
12:00-2:00 pm**

<b>12:00 PM</b>	<b>Welcome, Introductions and Thanks</b>	Michelle Schladant called the meeting to order at 12:04 pm. 48 people were in attendance. NTDC Officers, Drs. Schladant and Stough, were introduced. Thanks to Elizabeth Bishop, previous secretary of NTDC, who took new position and not present. Dr. Stough will serve as secretary for the Annual Meeting in her stead. Introduction of new LEND programs in attendance. Introduction of Training Directors in attendance for the first time. Introduction of newly elected officers, Karen Harris-Brown (Chair), Eileen McGrath (Vice Chair); Andrea Witwer (Secretary). Introduction of Steering Committee members for NTDC for the last 3 years.
<b>12:15 PM</b>	<b>Round Table Introductions</b>	NTDC attendees exchanged information about their Centers, roles, and how they were “Navigating Change” within their training programs.
<b>12:30</b>	<b>Approval of Minutes</b>	Minutes from 2015 Annual Meeting were read by members. Motion was made to approve minutes, motion was seconded, and then approved.
<b>12:35</b>	<b>AUCD updates</b>	Ben Kaufman and Christine Liao introduced themselves as NTDC support staff. Ben gave AUCD update about resources accessible through AUCD website. <ul style="list-style-type: none"> <li>• ITAC Training Toolbox</li> <li>• Diversity and Inclusion Toolkit</li> <li>• Public Policy Action Center</li> <li>• Webinar Library</li> </ul> Christine introduced new initiatives related to trainees and other new initiatives from AUCD. <ul style="list-style-type: none"> <li>• Materials, social media orienting trainees to the Network</li> <li>• Requested feedback and ideas for improving trainee-related products</li> <li>• Trainee liaison and trainee alumni support</li> <li>• Leadership academy will be open to entire AUCD network</li> </ul> Ben noted that a theme was “packaging” information and products in formats that would be of use to trainee directors.

12:47 PM	<b>NTDC Training Resources</b>	<p>Dr. Tyler Reimschisel introduced resources developed at Vanderbilt Kennedy Center and used as part of the Neurodevelopmental Disabilities Core Curriculum. 70 faculty contributed to the content. It is a Moodle-based site which can be used as a course management site. It is accessible through iTAC. UCEDD programs may also request access to the site. NTDC members requested to distribute information about this resource through the NTDC listserve.</p> <p>Dr. Schladant highlighted other training resources currently on the AUCD website:</p> <ul style="list-style-type: none"> <li>• Training Director’s Training Guide</li> <li>• AUCD Trainee Welcome Guide</li> <li>• AUCD Trainee Handbook</li> <li>• iTAC training videos that highlight training strategies. Four videos and four more that will be added soon.</li> </ul>
1:15	<b>Diversity Fellows Programs and Video</b>	<p>Laura Stough introduced Diversity Fellows Programs from 2016 and 2017. New awardees were recognized.</p> <p>At the 2015 NCTD meeting, workgroups developed storyboards for a video in various topic areas. The Cultural Diversity workgroup developed a video out of this initiative. The video, on the experiences of diverse trainees from around the AUCD, was then network was produced by Dianey Leal at Texas A&amp;M University, in collaboration with Centers at the University of New Hampshire, University of Maine, and University of Nevada, Reno. Video was shared and viewed by the NTDC.</p>
1:30 pm	<b>Round Table Discussions</b>	<p>NTDC attendees broke into groups to discuss “How are you Navigating Change through <b>Addressing Diversity</b> in your Training Program?” Participants listed diversity-related strategies currently being used at UCEDDs and LENDs. These strategies were collected for use within the AUCD network.</p>
1:45 pm	<b>Closing Remarks and Adjourn</b>	<p>Dr. Schladant thanked Council members for their involvement and attendance. Dr. Stough thanked Dr. Schladant for her service to the Council. Meeting broke at 1:45 pm so that it could be reconvened with the CDED Council at 2:00 pm.</p>

**Minutes recorded by Laura Stough, December 4, 2016.**