

Professional Development Committee

August 22, 2011
MINUTES
LA-208

Committee Members Marcia Alfano-Wyatt, Jay Danley, Vanessa Engstrom, S. Courtney Hunter, Dena Murillo-Peters, Kathi Pryor

Agenda

Consent Agenda	1
Other Business	7

Consent Item

Requests for Funding

Discussion on the cost per person for this request. The cost is \$145 per person. Dena Peters motioned to approve this request; Vanessa Engstrom 2nd the motion. **APPROVED** by consensus. Marcia Alfano-Wyatt abstained.

Name: **Psychiatric Technology Faculty (4 full-time faculty)**
Activity: California Association of Psychiatric Technology Educators Conference
Sponsor: CAPTE Annual Conference
Location: Mt. San Antonio College
Dates: October 20-21, 2011

Purpose: To be updated regarding any new Board of Vocational Nursing and psychiatric Technicians legislation /policy and to be informed about current employment for Psychiatric Technicians within the prison systems and participate in presentations on mental and or developmental disabilities, and discuss new textbooks and teaching methods.

Registration : \$580.00 **Total Costs:** \$ 580.00

Additional Information

Review and Approve Minutes Dena Peters

The item was tabled for the next meeting as no minutes were available at this meeting.

Professional Development Budget S. Courtney Hunter

Courtney Hunter covered the budget which was received in July. The president has recommended a redesign of the department budget, \$20K for non-faculty travel, plus \$27,498 of inherited faculty staff development funds (rollover). Discussion on how much recommended for this academic year--\$3500 for Great Teachers Seminar; \$3300 for Classified Staff Development. Courtney suggested and recommended the committee look at these two big items that have been supported by the campus and pull out as annual events. Discussion ensued on joint participation with the district on classified staff events, in light of the fact that of the top three items for the new chancellor, one of them being professional development. She mentioned the meeting with HR last week to look at a collaborative effort for professional development. Kathy Pryor mentioned an issue that came up at the BBQ where the district and CHC classified staff were invited, but SBVC management staff, who pitched in to fund, were not aware of this invitation, need to take into consideration. Kathy Prior motioned to set aside the above funds, \$3500 each for both faculty and classified; Marcia Alfano-Wyatt 2nd the motion; **APPROVED** by consensus.

The Committee discussed and agreed to have monthly budget updates to include travel and conference expenses. Discussion ensued on the AC-9 vs. SD-1 forms, the history behind the SD-1 which was designed to replace the AC-9 at SBVC, even though some are still using the AC-9, either form is acceptable to accounts payable at district. Courtney will come up with a system based on the information she has been given by the president's office.

Review: 3- Year Plan

S. Courtney Hunter

Courtney Hunter reviewed the current revisions she is proposing on professional developments 3-year plan. She is using the strategic plan, which is the frame of the district--need to know where the district fits in our plan. She said most districts have a staff development plan.

Courtney Hunter proposed the committee break into subgroups to discuss and develop goals and activities to make the more meaningful. Vanessa Engstrom proposed the committee breakdown each section one at a time; Kathy Pryor said she would like to hear other people's viewpoint.

POD Priority Areas

To be discussed further at the next meeting; will discuss logistics; one theme at a time; strategic plan. It may be a good idea to get feedback from College Council on this committee's priorities.

Travel Forms and Process

Issue discussed above re: the SD-1 and AC-9

Professional Development Classified Staff Development

Dena Peters

To discuss more on this topic at the next meeting. Courtney Hunter to attend open meeting with Classified Senate to field this committee's priorities.

Flex Activities

Courtney Hunter

Courtney Hunter suggested scheduled a faculty committee meeting for Monday Sept. 12 at 2 p.m.

Announcements/Reports

Next Professional Development Committee meeting will be on Monday, Sept. 19, 2 p.m., LA-202.