

Professional Development Committee

December 5, 2011
MINUTES
LA-202

Committee Members Attended Marcia Alfano-Wyatt, Ana Bojorquez, Jay Danley, Vanessa Engstrom; Laura Gomez; Regi Metu; Dolores Moreno; Dena M. Peters; Laura Gowen.

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Consent Agenda

Requests for Funding

Consent agenda item pulled for discussion at the last meeting. The committee determined it needed more detailed and complete information before making a decision on this request. After receiving additional info requested, the committee did an email vote to approve this request.

1. APPROVED

Name: E. John Banola

Activity: CPR/AED & First Aid Instructor Course

Sponsor: EMS Safety Services

Dates: December 17-18, 2011

Location: San Diego, CA

Purpose: To get certified to teach CPR/AED and First Aid; upon completing of this course, will be able to certify others in CPR/AED & First Aid Training.

Costs: Reg: \$375 Trans: \$-0- Hotel: \$300 Meals: \$100 Total: \$775

Review and Approve Minutes

- Minutes from the November 21, 2011, were approved by consensus.

Professional Development

- Discussion on the appointed interim coordinator, Nori Sogomonian, and the shared governance, collegial process that took place through the Academic Senate president, John Stankas, for the Professional Development Coordinator position.
- December 1st event, FastStart feedback: Discussion on the event that took place with guest speaker from college in Colorado; approximately 35-40 attended. Nori Sogomonian said she did a pre-presentation to management as presented at the event. Discussion ensued on linking courses and how this may affect Valley-Bound students, and the possibility of expanding the current learning community prospects, e.g., Tumaini, Puente, STAR, etc. There was a concern on quality vs. quantity.
- Budget tracking: Laura Gowen presented an overview of the budget tracking.

Sabbatical

- Sabbatical: The request for sabbatical was announced Nov. 21, 2011, via email from Ed Gomez. There are two leaves available in 2012-2013, one for each campus, SBVC and CHC. The application deadline is January 31, 2012, after which the campus committee will meet on February 10, 2012.
- Discussion ensued on the process—who receives the application; applications submitted to president; sub-committee (all faculty on Professional Development Committee). There is a checklist that needs to be revised and updated.

Great Teachers Retreat

- Email blasts to go out weekly. There are 11 application received to date for this event. The next planning meeting is December 9, 2012.

Adjunct Faculty Orientation

- Status Update: Orientation scheduled for January 11, 2012. Discussion ensued on a presenter and topic discussion for the event; need to include Student Services adjunct.

Flex & Flex Reports

- Flex Committee:
 - A-E Vanessa Engstrom
 - F-J Jay Danley
 - K-O Regi Metu
 - P-T Dolores Moreno
 - U-Z Laura Gomez
- Discussion ensued on checking for flex reports submitted and approving flex hours; IFDP, need to review, 20 submitted; FastStart—review for flex hours. Flex committee to meet and discuss form for revision and update. Next meeting scheduled for Monday, December 12, 1 p.m. in LA-202.

Classified Staff Appreciation**Announcements**

Next meeting—to be determined.