

# Professional Development Committee

January 23, 2012  
MINUTES  
LA-202

Committee Members Attended: Doris Bolds, Jay Danley, Vanessa Engstrom, Regi Metu, Dolores Moreno, Dena Murillo-Peters, Cory Schwartz, Laura Gowen, Susan Mattson

## Agenda

Consent Agenda	2
Other Business	7

### Consent Item

#### Requests for Funding

- APPROVED for \$546.50 per the committee guidelines to approve up to a maximum of \$750 per year per full-time employee for professional development for the 2011-2012 academic year. Jay Danley motioned to approve this consent item; Cory Schwartz 2<sup>nd</sup> the motion.**  
Name: Nori Sogomonian, Humanities  
Activity: Academic Academy: Basic Skills Conference  
Sponsor: Academic Senate for California Community Colleges  
Dates: February 24-25, 2012  
Location: Orange County, CA  
Purpose: To explore what colleges are doing to ensure the success of students; what strategies can be employed across the college to foster better outcomes for all students.  
Costs: Reg: \$475.00 Trans: \$21.50 Hotel: \$-0- Meals: \$50.00 Total: \$546.50
- DENIED based on the fact that request was submitted in untimely manner. This request needs Board Approval, per District guidelines that any activity occurring out-of-state requires Board approval. Dena Peters motioned to deny this consent item, based on discussion; Laura Gowen 2<sup>nd</sup> the motion.**  
Name: Angela Glatfelter, Adjunct Faculty, Speech  
Activity: Western State Communication Association Conference  
Sponsor: Western State Communication Association  
Dates: February 18-19, 2012  
Location: Albuquerque, NM  
Purpose: Panel chair and presenter on examining how to have more effective communication in the classroom between student/teacher—from two different perspectives based on the current research on this topic.  
Costs; Reg: \$100.00 Trans: \$347.20 Other: \$40.00 Hotel: \$139.00 Meals: \$-0- Total: \$765.20

### Additional Information

#### Review and Approve Minutes

- From December 5, 2011: The minutes were approved with minor revisions. Dena Peters motioned to approve the minutes with revisions; Vanessa Engstrom 2<sup>nd</sup> the motion. Minutes approved by consensus. Discussion ensued on minutes being posted on the website. Dena said the committee is working on updating the website.

### **Professional Development**

- Professional Development Coordinator (Interim): Vanessa Engstrom announced the appointment of Nori Sogomonian as the interim coordinator for Professional Development. Cory Schwartz thanks Vanessa Engstrom for stepping up to fill-in the coordinator vacancy.

New members were introduced: Susan Mattson (faculty) and Doris Bold (classified).

Vanessa Engstrom mentioned email sent by Nori Sogomonian looking for volunteers to help with training on Blackboard and WebAdvisor.

- Budget Tracking: Laura Gowen presented an overview of the budget: Main account--\$9,600; Alternate account--\$19,000. Discussion ensued on how funds are used; should we prioritize the accounts; will any funds be rolled over.

### **Sabbatical**

Vanessa Engstrom reviewed the deadline dates for this process:

January 31, 2012 – deadline date for applications to be submitted to the President.

February 6, 2012 – sub-committee to meet after regular professional development committee meeting to review applications submitted.

February 10, 2012 – campus committee to make recommendations to the President on who will be granted sabbatical leave for 2012-2013.

Discussion ensued on setting up process for sub-committee members to drop-by and review the applications prior to Feb. 10 deadline date, and a neutral, supervised location (Cory Schwartz offered her conference room, if needed).

### **Great Teachers Retreat**

- Update: Laura Gowen said that there are 30 applications to attend this event, along with the three interpreters. She said that Nori Sogomonian will be meeting with the resort to finalize the planning details. The event takes place February 9-11, 2012.

### **Flex & Flex Reports**

- Flex Committee:  
A-E Vanessa Engstrom  
F-J Jay Danley/Suzi Mattson (new)  
K-O Regi Metu  
P-T Dolores Moreno  
U-Z Laura Gomez

Vanessa Engstrom said she has gone through her alpha section and approved items submitted; encouraged the committee members to check periodically for items submitted and to approve accordingly. Regi Metu mentioned that his flex items fall under his alpha section and asked if another committee member would approve his flex hours submitted. Vanessa said the Nori Sogomonian will take on this task as the new coordinator.

### **Classified Staff Appreciation**

- Subcommittee to begin planning this event: Dena Peters will start the process to coordinate the planning for this event. More to come on this item.

**Announcements/Reports**

The next meeting is scheduled for Monday, February 6, 2012, at 2:00 p.m., in LA-202.