

Professional Development Committee

September 17, 2012
MINUTES
LA-202

Committee Members Attended: Doris Bolds; Ana Bojorquez; Vanessa Engstrom; Laura Gomez; Susan Mattson; Alicia Tuvida; Dena Murillo-Peters; James Smith; Nori Sogomonian. Guest: Ben Gamboa

Agenda

Consent Agenda	5
Other Business	6

Consent Agenda

APPROVED for \$333.33 as an exception to the guidelines of no more than 2 per department to attend a conference, allowing three people from the same department to attend this event, dividing the \$1000 x 3. Discussion ensued on this request. Questions arose as to how this was handled in the past. Dr. Smith suggested we establish written criteria on making exceptions, i.e., need a process and/or form (for multiple attendees). Doris Bolds motioned to approve these requests; Ana Bojorquez 2nd the motion. Further discussion ensued on modifying the language, . . . “for 2 or more . . .”; Laura Gomez made the motion; Vanessa Engstrom 2nd the motion.

Name: Dennis Jackson

Activity: CAPTE Conference

Sponsor: California Association of Psych Tech Educators (CAPTE)

Location: Coalinga, CA

Dates: 10/11/12--10/12/12

Purpose: To be updated about new psychiatric technician laws, current treatments and development in the mental health field, and tour the newest psychiatric state hospital in Coalinga.

Costs: Reg: 75.00 Trans: 263.00 Hotel: 240.00 Meals: 100.00 Other: Total: \$678.00

DENIED – Discussion ensued on e-votes and why we do them.

Name: Dennis Jackson (FOLLOW UP TO E-VOTE)

Activity: Directors Meeting

Sponsor: Board of Vocational Nursing & Psychiatric Technicians (BVNPT)

Location: Los Angeles, CA

Dates: 9/5/2012

Purpose: Update of standards and requirements for psych tech programs.

Costs: Reg: 0 Trans: 73.00 Hotel: 00 Meals: Other: 10.00 (parking) Total: \$83.00

APPROVED for \$333.33 as an exception to the guidelines of no more than 2 per department to attend a conference, allowing three people from the same department to attend this event, dividing the \$1000 x 3.

Name: Noemi Sabio

Activity: CAPTE Conference

Sponsor: California Association of Psych Tech Educators (CAPTE)

Location: Coalinga, CA

Dates: 10/11/12--10/12/12

Purpose: to be updated about new psychiatric technician laws, current treatments and development in the mental health field, and tour the newest psychiatric state hospital in Coalinga.

Costs: Reg: 75.00 Trans: 131.50 Hotel: 240 Meals: 100 Other: Total: \$546.50

APPROVED for \$750.00 per the guidelines for funding of up to \$750 per year per full-time employee for professional development for the 2012-2013 academic year.

Name: Kevin Emerson

Activity: American Football Coaches Association (AFCA) Convention

Sponsor: AFCA

Location: Nashville, TN

Dates: 1/6/13—1/9/13

Purpose: Benefit: This convention has several clinics that help me as a football coach become better organized, promote leadership to our football program, as well as ways to deal with adversity that is common with large football programs (deal with behaviors/and issues of football). This convention helps me do my job better here at SBVC.

Costs: Reg: \$60.00 Trans: \$459.10 Hotel: \$420.00 Meals: \$150.00 Other: -0- Total: \$1,219.10

APPROVED for \$333.33 as an exception to the guidelines of no more than 2 per department to attend a conference, allowing three people from the same department to attend this event, dividing the \$1000 x 3.

Name: Maryann Klingstrand

Activity: CAPTE Conference

Sponsor: California Association of Psych Tech Educators (CAPTE)

Location: Coalinga, CA

Dates: 10-11-12—10/12/12

Purpose: Benefit. To be updated about new psychiatric technician laws, current treatments and development in the mental health field, and tour newest psychiatric state hospital in Coalinga.

Costs: Reg: \$75.00 Trans: \$263.10 Hotel: \$240.00 Meals: \$100.00 Other: -0- Total, \$678.10

Additional Information

Review and Approve Minutes

- May 7, 2012
- Aug. 17, 2012

Minutes reviewed by members attending; some changes noted and approved as revised.

Professional Development

- Electronic Voting Updates/results
- Michael Gonzalez - approved
- Teaching for Success – insufficient responses – follow up: **Nori wanted feedback from the committee on whether or not to renew this subscription. CHC has cancelled their subscription. Want to find ways to market and publicize this tool. Questions: ;how many people have used this in the past and did we purchase a subscription last year?**
- Accreditation – (handout): **Nori distributed a handout on the accreditation self-study noting that professional development is weaved into report. She would like feedback from the committee, and asked the committee to review the handout for the next meeting.**
- Individual Professional Development Plans (IPDPs) - update

SD-1 Suggestion to modify form to state “Benefit to the District” (handout): **Discussion ensued on the need to include how each request for funding to attend a conference will “benefit” the district. SD-1 has been revised and now on the website. Committee suggested a revision, “. . .purpose and/or . . .” Form to be updated and reposted to the website.**

Faculty Flex Day Planning – Tuesday, October 23, 2012: **Discussion ensued on this upcoming flex day. There will be various break-out sessions during the afternoon sessions. Nori to meet with Dr. Smith to work on a schedule.**

Flex & Flex Reports

- Flex Committee:
 - A-E Vanessa Engstrom
 - F-J Suzi Mattson
 - K-O David Rosales/James Robinson
 - P-T Michael Durrett/Alicia Tuvida/Laura Gomez
 - U-Z Jay Danley

Announcements/Reports

James mentioned that he is meeting with all of the committees to work on a new strategic plan. We are at the end of a five-year plan, and it's time to reset goals and objectives. He would like to get with the committees to discuss their visions, goals, and measurable objectives. He would like to get on the agenda for the professional development committee (note to put on the agenda for the next meeting).

Ben Gamboa attended as a guest and shared information on the new statewide travel program. He mentioned a recent webinar, which is archived and available on the purchasing website. He highlighted the logistics, cost and benefits of the new program and noted that a Wiki page is also available.

http://www.sbccd.org/District_Faculty_-a-,_Staff_Information-Forms/Business_Services_For_Employees/Videos/Statewide_Travel_Program_Webinar.aspx

The next meeting is scheduled for Monday, October 1, 2012, 2-3 p.m.

Committee Charge: The Professional Development Committee serves as an advisory committee for the college professional development programs, and as a resource for training needs across campus. The committee prepares and implements the state required three-year Human Resources Development Plan, and reviews it annually to assure that campus goals and objectives are being met. The committee allocates staff development funds based on criteria in the plan. Additionally, the committee is responsible for planning, programming and communication of campus professional development programs. The faculty members on the committee serve as the campus sabbatical leave committee and make recommendations to the college president for proposed leave recipients. The faculty members also serve as the campus flex committee (1st and 3rd Thursdays, 1:00 – 2:30).