

# Professional Development Committee

January 28, 2013  
MINUTES  
LA-202

Committee Members Ana Bojorquez; Jay Danley; Michael Durrett; Vanessa Engstrom; Laura Gomez; Susan Mattson; James Robinson; David Rosales; Alicia Tuvida; Dena Murillo-Peters; James Smith; Nori Sogomonian.

## Agenda

Consent Agenda	6
Other Business	4

One item was pulled from the consent agenda. The remaining items on the consent agenda were approved. Vanessa Engstrom motioned to approve the consent agenda items; James Smith 2<sup>nd</sup> the motion.

**PULLED for discussion. DENIED per the guidelines. Requests submitted after the event will not be considered. Conference requests submitted after the deadline will also not be considered per the due dates outlined in the guidelines for professional development funding requests**

Name: Tamara Maurizi

Activity: Creative Teaching Strategies with Michele Deck

Sponsor: Health Workforce Initiative

Location: Whittier, CA

Dates: January 16, 2013

Purpose: This seminar will provide nursing educators with knowledge and application of innovative and interactive teaching strategies to enhance learning outcomes in health occupation programs.

Costs: Reg: \$35.00 Trans: \$48.63 Hotel: \$.00 Meals: \$00.00 Other: .00 0 Total: \$83.63

**APPROVED for \$690 per the guidelines of funding for conferences and seminars up to \$750 per year per full-time employee for professional development for the 2013-2014 academic year.**

Name: Nicole Williams

Activity: Curriculum Institute

Sponsor: Academic Senate of California Community Colleges

Location: Anaheim, CA

Dates: July 11-13, 2013 (Per FY 2013-2014 availability of funds.)

Purpose: 1) Attending the conference is beneficial to the college in that community college curriculum colleagues discuss and share information pertaining to State regulations and development of Curricunet. 2) These discussions and information is valuable to the district in order to be in compliance with state regulations with regard to curriculum and to develop strategies for implementing as efficiently and effectively as possible at SBVC.

Costs: Reg: \$385.00 Trans:-0- Hotel: \$305.00 Meals:.00 Other: -0- Total: \$690.00

**APPROVED for \$545.34 per the guidelines of funding for conferences and seminars up to \$750 per year per full-time employee for professional development for the 2012-2013 academic year.**

Name: Jeremiah Gilbert

Activity: CMC3-South 28<sup>th</sup> Annual Spring Conference

Sponsor: California Mathematics Council Community Colleges South

Location: Anaheim, CA

Dates: February 22-23, 2013

Purpose: San Bernardino Valley College will be represented at CMC3-South for only the second time in CMC3-South's nearly thirty year history (the first time was also through a presentation made by myself two years ago). This is a great recognition for the college and the district. Anticipated benefits: There conference allow for an interchange of idea among not only faculty from various regional community colleges, but many publishers are also on hand to reveal new and emerging technologies.

Costs: Reg: \$110.00 Trans: \$53.35 Hotel: \$270.00 Meals: \$100.00 Other: \$12.00 (parking) Total: \$545.35

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

Name: Vanessa Engstrom

Activity: Annual Geography Conference

Sponsor: California Geographical Society

Location: San Luis Obispo, CA

Dates: April 26-28, 2013

Purpose: Discuss current events and techniques within the field of geography and GIS

Costs: Reg: \$45.00 Trans: \$245.31 Hotel: \$290.00 Meals: \$100.00 Parking: \$40.00 Other: 100.00 Meals: \$54.00 Total: \$750.00

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

Name: James Dulgeroff

Activity: National Technology and Social Science Conference

Sponsor: National Social Science Association

Location: Las Vegas, NV

Dates: March 24-26, 2013

Purpose: 1. My paper should be of value to a district in its publication in a Cabell's directory journal (85% rejection rate) enhances the academic prestige of Valley College. 2> The value of the activity involves extended use of computer based technology utilizing STEM techniques of instruction, which has resulted in my delivering professional development instruction to faculty on the use of classroom clickers/it is a technology in teaching conference.

Costs: Reg: \$270.00 Trans: \$247.50 Hotel: \$178.00 Meals: \$50.00 Parking: \$4.50 Other: Total: \$750.00

**APPROVED for \$403.26 per the guidelines of funding for conferences and seminars up to \$750 per year per full-time employee for professional development for the 2012-2013 academic year.**

Name: Ann L. Klein

Activity: Lindamood-Bell International Conference 2013

Sponsor: Lindamood-Bell

Location: Anaheim, CA

Dates: March 9, 2013

Purpose: Update on research findings that support and underlie the Lindamood-Phoneme Sequencing Program. The Lindamood Phoneme Sequencing Program is used to teach the Student Development 906 course.

Costs: Reg: \$209.00 Trans: \$24.50 Hotel: \$169.76 Meals: -0- Parking: -0- Other: -0- Total: \$403.26

Review and Approve Minutes

- Nov. 19 and Dec. 3, 2012 Minutes: Minutes approved as written.

### Professional Development

- Budget report: Nori keeping a spreadsheet on encumbered items. Balance is \$9,434.
- SD-1 process change: “4 Easy Steps” form updated from “5 Easy Steps,” removed the president’s name on signature loop. Suggested to update the SD-1 form accordingly, and update and post on the website.
- Professional Development Plan: Mission Statement: A handout of the statements per previous meeting discussions. Finishing up on final step. James Smith asked the committee to think about how we view ourselves, and the perception of the community from the outside.
- Great Teachers Retreat: There are 22 people signed up to attend this event, two spaces left; James Robinson is the facilitator. Crafton Hills has donated \$1,000 for this event (see 12/3/12 minutes). Will send an invoice to CHC to transfer these funds.
- Classified Staff Appreciation Week: Who is on the committee?
- Sabbaticals: Tanya Rogers is handling the process. HR will review the applications and then forward to the professional development committee. HR will send out notices to those individuals who qualify for this program.

### 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

Reminder: Please remember to check in your flex hours by last names above.

Next meeting is Monday, February 4, 2013. Meetings out of order due to winter break.

*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 (1<sup>st</sup> and 3<sup>rd</sup> Thursdays, 1:00–2:30).*