

Professional Development Committee

August 16, 2012
Agenda
LA-202

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

Agenda

Consent Agenda	3
Other Business	9

Consent Agenda:

1. Name: Craig Petinak, Marketing & Public Relations

Activity: Designing, Building & Inspiring Conference

Sponsor: National Council for Marketing & Public Relations (NCMPR)

Location: Tempe, AZ

Dates: Sept. 25-27-2013

Purpose: To learn the latest techniques in community college marketing & public relations, and to gain insight into today's realm of shrinking budgets and increased workloads and how to keep up with the job. Will also be a PRESENTER at the conference.

Costs: Reg: \$300 Trans: \$268.72 Parking: \$65 Hotel: \$300 Meals: \$150 Presenter: \$200 Total: \$1,083.72

2. Name: Tamara Maurizi, Nursing/Science (Faculty)

Activity: Fall 2013 Joint Statewide Conference

Sponsor: Calif. Organization of Associate Degree Nursing Directors & Calif. Association of Colleges of Nursing

Location: Palm Springs, CA

Dates: Oct. 2-4, 2013

Purpose: New director orientation to BRN updates, as well as opportunity to dialogue with BRN. Discuss the institute of medicine recommendations on nursing education. Participate in the future of nursing practice dialogue.

Costs: Reg: \$250 Trans: \$27.89 Parking: \$32 Hotel: -0- Meals: \$125 Total: \$434.89

3. Name: Carol Wells, Nursing/Science (Dean)

Activity: Fall 2013 Joint Statewide Conference

Sponsor: Calif. Organization of Associate Degree Nursing Directors & Calif. Association of Colleges of Nursing

Location: Palm Springs, CA

Dates: Oct. 2-4, 2013

Purpose: New director orientation to BRN updates, as well as opportunity to dialogue with BRN. Discuss the institute of medicine recommendations on nursing education. Participate in the future of nursing practice dialogue.

Costs; Reg: \$250 Trans: -0- Hotel: \$340.42 Meals: \$125 Total: \$715.42

Additional Information

Welcome Back!

Review and Approve Minutes

- From May 6, 2013

Professional Development Coordinator Recruitment Update
Professional Development Meeting Due Dates for Conference Requests
Great Teachers' Retreat – Jan/Feb 2014
Classified Staff Appreciation Week – Spring Break
Professional Development Budget
Announcements/Reports
<p>Flex & Flex Reports</p> <ul style="list-style-type: none"> • <u>Flex Committee:</u> <ul style="list-style-type: none"> A-E Vanessa Engstrom F-J Jay Danley/Suzi Mattson K-O David Rosales/James Robinson P-T Michael Durrett/Alicia Tuvida U-Z Laura Gomez
<p><i>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).</i></p>

Professional Development Committee

May 6, 2013
MINUTES
LA-202

Committee Members Present Ana Bojorquez; Vanessa Engstrom; Alicia Tuvida; Dena Murillo-Peters; James Smith; Nori Sogomonian.

Agenda

Consent Agenda 1

Other Business 3

APPROVED for \$250 per the guidelines of funding for conferences and seminars of up to a maximum of \$1,000 per conference or workshop for up to two (2) or more people applying for the same event, per discussion on 4/15/13 meeting. Dena Peters motioned to approve this item for additional funding; Laura Gomez 2nd the motion.

Name: Corrina Baber

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: Attending the conference is beneficial to the follow in that the curriculum committee colleges discuss and share information pertaining to State regulations and development of Curricunet. The discussions and information is valuable to the District in order to be in compliance with regard to curriculum and to develop strategies for implementing as efficiently and effectively as possible at SBVC.

Costs: Reg: \$385 Trans: \$30 Hotel: \$305 Meals: \$100 Other: -0- Total: \$820

Review and Approve Minutes: Minutes from April 15, 2013 were approved as amended.

Professional Development – issues/updates/reports

- FLEX activities– questions: Discussion on faculty checking in flex hours submitted; does it have to be a faculty person?
- Classified Staff Appreciation Week: Flyers sent out to all classified staff and posters to be posted around campus.
- Professional Development Plan – Mission Statement: Discussion on the three-year plan, which we need to align with the other campus plans. Discussion on the mission and vision statement. We will do a draft and send out for a vote.*

*E-vote

Flex & Flex Reports: Discussion on the guidelines for what is acceptable for flex credit. Nori said that she will help on the flex committee for next year.

- 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.

Other

- Professional Development Coordinator Recruitment: Recruitment closes 5/9/13; discussion on the make-up for the search committee.
- Committee Silent for the Summer: Committee meetings will resume in the fall semester in August.

DRAFT

2013-2014
SBVC PROFESSIONAL DEVELOPMENT COMMITTEE - DUE DATES
FOR INDIVIDUAL REQUESTS FOR CONFERENCE ATTENDANCE FUNDING

Travel Before (Date)	Submit Travel Request to PD NO LATER THAN THURSDAY	Professional Development Committee Meeting 1st & 3rd Mondays 2:00-3:00 PM	Notification of Committee Approval
		9/2/13 HOLIDAY (No Meeting)	
11/15/13	9/12/13	9/6/13	9/7/13
"	10/3/13	10/7/13	10/8/13
12/13/13	10/17/13	10/21/13	10/22/13
1/10/14	10/31/13	11/4/13	11/5/13
"	11/14/13	11/18/13	11/19/13
2/7/13	11/27/13	12/2/13	12/3/13
WINTER BREAK – NO MEETINGS IN JANUARY 2014			
		2/20/13 HOLIDAY (No Meeting)	
3/14/13	1/30/14	2/3/14	2/4/14
4/11/14	2/27/14	3/3/14	3/4/14
		3/17/14 SPRING BREAK (No Meeting)	
5/9/14	3/27/14	4/7/14	4/8/14
CUT-OFF DATE TO SUBMIT CONFERENCE REQUESTS			
	4/17/14	4/21/14	4/22/14
"		5/5/14	
		5/19/14 Planning Retreat	