

Professional Development Committee

September 16, 2013
MINUTES
LA-202

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

Guest: Trelisa Glazatov

Agenda

Consent Agenda 5

Other Business 6

Consent Agenda:

Items #1, #4 and #5 were pulled for discussion. Items #2, #3 and #6 approved by general consensus.

1. APPROVED for \$750.00 per the committee guidelines for funding conferences and seminars up to \$750 per year per full-time employee for professional development for the 2013-2014 academic year. Discussion ensued on additional funding for the new coordinator. Additional funding will be allocated. Laura Gomez motioned to approve this item; Vanessa Engstrom 2nd the motion. Approved by consensus.

Name: Rania Hamdy, Professional Development Coordinator

Activity: N. American Council for Staff, Program & Organizational Development (NSCPOD) Annual Conference

Sponsor: NSCPOD

Location: Tempe, AZ

Dates: Oct. 23-25-2013

Purpose: This conference will be beneficial to our new incoming Coordinator of Professional Development to learn about programs and activities that are traditionally part of faculty/staff development, as well as sharing best practices and tools to bring back and apply at SBVC. This will also be an opportunity to network with others who are new to their roles, and result in lasting career contacts.

Costs: Reg: \$545.00 Trans: \$200.00 Other: \$50 .00 Hotel: \$596.00 Meals: \$150.00 Total: \$1,676.00

2. APPROVED for \$496.00 per the committee guidelines for funding conferences and seminars up to \$750 per year per full-time employee for professional development for the 2013-2014 academic year.

Name: Melissa King, Faculty, Social Sciences

Activity: American Anthropological Association Annual Conference and Presentation

Sponsor: American Anthropological Association

Location: Chicago, IL

Dates: Nov. 19-24, 2013

Purpose: Presenter at conference will benefit from professional development of faculty. This activity is valued for the scholarly feedback. Will receive as well as teach tools and gain knowledge from disciplinary experts and teachers of anthropology in community colleges.

Costs: Reg: \$96 Trans: 0 Hotel: \$300 Meals: \$100 Total: \$496.00

3. APPROVED for \$490.00 per the committee guidelines for funding conferences and seminars up to \$750 per year per full-time employee for professional development for the 2013-2014 academic year.

Name: Diane Dusick, Faculty, RTVF/Humanities

Activity: Institute of Behavioral & Applied Management Annual Conference

Sponsor: Institute of Behavioral & Applied Management (IBAM)

Location: San Diego, CA

Dates: Oct. 3-5, 2013

Purpose: As chair of Diversity discussion and presenter of two papers, I will bring back knowledge of diversity training and controlling for cohort default rates at colleges/universities.

Costs: Reg: \$340.00 Trans: -0- Hotel: -0- Meals: \$150.00 Total: \$490.00

4. APPROVED for \$333.33 per the committee guidelines for funding conferences up to a maximum of \$1,000 per conference or workshop for up to two (2) or more people applying for the same event. Vanessa Engstrom motioned to approve items #3-4; Alicia Tuvida 2nd the motion. Items approved by consensus.

Name: Neomi Sabio, Faculty, Science

Activity: Annual Statewide CAPTE Conference

Sponsor: Calif. Association of Psychiatric Technician Educators (CAPTE)

Location: Stockton, CA

Dates: Oct. 10-11, 2013

Purpose: Opportunity for Psych Tech educators to network and discuss healthcare licensing and board regulations, and changes in the field as they impact SLOs. Votes are made by educators on resolutions and recommendations to improve services to students. Will tour the newly built state mental hospital.

Costs: Reg.: \$75.00 Trans: \$404.63 Hotel: \$0 Meals: \$0 Total: \$479.63

5. APPROVED for \$333.33 each for both Dennis Jackson and Marianne Klingstrand per the committee guidelines for funding conferences up to a maximum of \$1,000 per conference or workshop for up to two (2) or more people applying for the same event.

Names: Dennis Jackson & Marianne Klingstrand, Faculty, Science (TWO ITEMS)

Activity: Same as above for both, the only difference is noted below in the associated costs, listed below. Note costs are for one person, so we need to double the costs in considering approval of these two items.

Costs: Reg: \$75.00 Trans: \$404.63 Hotel: \$160.00 Meals: \$50.00 \$689.63

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

Name: Melinda Fogle Oliver, Faculty/Humanities

Activity: CETA Annual Conference

Sponsor: California Educational Theatre Association

Location: San Diego, CA

Dates? Oct. 11-13, 2013

Purpose: To meet and network with local theatre practitioners and educators. Will represent the district and develop professional relationships which are beneficial both to SBVC and the District. Will learn new teaching methodologies to use in the classroom.

Costs: Reg: \$400.00 Trans: \$57.75 Parking: \$15.00 Hotel: \$230.00 Meals: \$50.00- Total: \$752.75

Additional Information

Review and Approve Minutes:

- From August 19, 2013 – Approved as written.

Professional Development Coordinator Recruitment Update: Our new coordinator to start September 30, 2013

Professional Development Budget:

- Great Teachers' Retreat – Jan/Feb 2014 – Discussion ensued on the costs associated with last year's event: Vanessa Engstrom looked at past minutes and provided hard figures of \$6,750 for 2013 Great Teacher's Seminar. Need to submit proposal to the committee and obtain costs to be set aside for the next event.
- Classified Staff Appreciation Week – Spring Break – Discussion ensued on the costs associated with last year's event. Thanks to Vanessa for having past minutes with her that documented these costs. Last year, \$2,300 was spent for the Classified staff appreciation week events.

Flex Day, Sept. 25, 2013:**Announcements/Reports:**

- Sabbatical: This item has gone to the Board and approved. More to come on Sabbaticals.
- Child Development Center and list of training – Doris Bolds came back with a list of training that Child Development Center staff are interested in having at the center, and moving the classified staff week events to Spring Break to accommodate staff at CDC.

Flex & Flex Reports

- **Flex Committee:**
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

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).