

# Professional Development Committee

October 7, 2013  
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; Rania Hamdy; James Smith

## Agenda

Consent Agenda

Other Business

Consent Agenda:

### 1. Name: Mary Lou Vasquez, Associate Professor

Activity: CBEA State Conference

Sponsor: CA Business and Education Association

Location: San Diego, CA

Dates: Nov. 15-17, 2013

Purpose: District: softskills/employability updates; changes in career pathways; CTE model curriculum standards. Anticipated Value of Activity: Program trends in medical office administration, something that we have been working on for two years to receive approval from the Chancellor's office for certificates in Medical Billing and Coding and Medical.

**Costs: Reg: \$285.00 Trans: \$60.26 Other: \$25.00 Hotel: \$266.00 Meals: \$100.00 Total: \$736.26**

### 2. Name: Leonard Lopez, Associate Professor

Activity: APA Annual Conference

Sponsor: American Philosophical Association

Location: San Diego, CA

Dates: Apr. 17-20, 2014

Purpose: (1) To ensure a quality education; (2) to improve and update content and methods of instruction and advising.

**Costs: Reg: \$120.00 Trans: 0 Hotel: \$537.05 Meals: \$100.00 Total: \$807.05**

### 3. Name: Kevin Emerson, PE/Head Football Coach

Activity: AFCA National Convention

Sponsor: American Football Coaches Convention

Location: Indianapolis, IN

Dates: Jan. 12-15, 2014

Purpose: (1) 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. This convention helps me do a better job at SBVC and (2) anticipated value of activity> Value: It allows me to grow as a coach and leader to our students and athletes.

**Costs: Reg: \$60.00 Trans: Car-82.05/Air-549.20 Other: \$33.00 Hotel: \$437.75 Meals: \$150.00 Total: \$1,313.45**

**Additional Information**

Review and Approve Minutes

- From September 16, 2013

Professional Development Coordinator Recruitment - Introduction

Professional Development Budget

- Great Teachers' Retreat – Jan/Feb 2014
- Classified Staff Appreciation Week – Spring Break

Flex Day, Sept. 25, 2013 – Feedback/Survey

Announcements/Reports

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