

Professional Development Committee

November 18, 2013
MINUTES
LA-202

Committee Members Attended: Doris Bolds; Jay Danley; Laura Gomez; Susan Mattson; James Robinson; Alicia Tuvida; Dena Murillo-Peters; Rania Hamdy; James Smith

Agenda

Consent Agenda 0

Other Business 6

Consent Agenda:

No Consent Agenda Items

Additional Information

Review and Accept Minutes: Minutes from November 4, 2013, were accepted as written. Suzi Mattson motioned to accept the minutes; James Smith 2nd the motion.

Sabbatical 2014-15, Sub-committee review/recommendation:

Professional Development Budget:

- Update: Great Teachers' Retreat – Jan/Feb 2014—Discussion on planning for this event.
 - Dates: Feb. 21-22, 2014
 - Location: University of Redlands Conference Center
 - Invite from outside (Chaffey, Victor Valley, other community colleges), charge \$40 registration fee, find group hotel rates local, will help to offset costs for food
 - Will partner with CHC
 - New faculty attend for free, as well as facilitators and staff support
 - Funds are going down, need to review for this event, look at other funding sources
 - Put form (registration) on website
 - Contract and Board agenda item
- Update: Classified Staff Appreciation Week – 2014—Update on planning for this event.
 - Funds limited, need to explore alternate funding sources (previous sources, Pepsi (special projects), Edustream (not available this year)
 - Establish tentative schedule, room reserves pending
 - Early announcements/get support on new dates, Spring Break 2014

Professional Development Activities/Calendar:

Flex Day, January 9, 2014: Update on planning for this event.

- Rania Hamdy working on calendar for “Professional Development” day
- New tagline, Learn. Connect. Share.
- Looking at quality activities, possibly a review of upcoming GTS (James Robinson?);
- Suggestion to partner with SchoolsFirst Credit Union, sponsor for lunch or gift (have to be present to win)
- Any ideas for closing activity from the committee
- Electronic evaluation

- Sign-up sheet
- Room reservations
- Group lunch, similar to spa time sessions, simple sandwiches

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 (1st and 3rd Monday, 2-3 p.m.).