

# Professional Development Committee

December 2, 2013  
MINUTES  
LA-202

Committee Members Doris Bolds; Jay Danley; Vanessa Engstrom; Susan Mattson; Dena Murillo-Peters; Rania Hamdy; James Smith

## Agenda

Consent Agenda 0

Other Business 7

Consent Agenda:

**No consent agenda items**

**See Addendum**

**All three items below were APPROVED for funding of \$210.00 each per the guidelines to fund conferences and seminars up to \$750 per year per full-time employee and for adjunct employees up to \$250 per year, for professional development for the 2013-2014 academic year.**

**1. Name: Tarif Halabi, FT Faculty, Applied Technology**

Activity: ICTP NCCER Training

Sponsor: NCCER

Location: SBVC

Dates: Jan. 11, 18, 25, 2014

Purpose: Upon completing of this training, will be certified to teach NCCER curriculum wit portable credentials. Anticipated value of the training is that SBVC will be able to offer industry-recognized competency-based curriculum that is developed by industry experts and trainers.

**Costs: Reg: \$150.00 Trans: -0- Parking: -0- Hotel: -0- Meals: \$60.00- Total: \$210.00**

**2. Name: Markazan Romero, PT Faculty, Applied Technology**

Activity: See above, same training for three individuals in same department.

**3. Name: Ramon Hernandez, PT Faculty, Applied Technology**

Activity: See above, same training for three individuals in same department.

4.

## Additional Information

### Review and Accept Minutes

- November 18, 2013 – minutes reviewed and approved as written.

### Sabbatical 2014-15

- Sub-committee review/recommendation

### **Professional Development Budget**

- Update: Great Teachers' Retreat – Jan/Feb 2014
- Update: Classified Staff Appreciation Week – 2014

Rania Hamdy gave an update on what is taking place for these two upcoming events. Contracts, board agenda items, and other required paperwork, purchase requisitions created for the Great Teachers Retreat. Still in the early stages of preparation for the Classified event and meeting with the sub-committee every other week.

### **Professional Development Activities/Calendar**

Rania Hamdy shared ideas for activities, e.g., accreditation, technology Tuesdays, police dept. sessions, faculty to provide training.

### **Flex Day, January 9, 2014**

Rania working on the particulars for this event to go to the board in December. Event flyer with schedule to go to everyone via interoffice mail and email.

### **Announcements/Reports**

- Discussion on what makes a quorum and making important decisions.
- January 10, 2014, Opening Day activities
- January 8, 2014, Adjunct Orientation
- Flex Committee
- Professional Development Committee, first meeting for Spring is Feb. 3, 2014.

### **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> Monday, 2-3 p.m.).*