

Professional Development Committee

April 7, 2014
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

GUIDELINES for considering and approving conference requests submitted to the Professional Development Committee:

The Professional Development Committee has approved funding for conferences and seminars **up to \$750 per year per full-time employee** for professional development for the 2013-2014 academic year.

A maximum of **\$1,000 will be available per conference or workshop for up to two (2) or more people** applying for the same event. Funding is available on a first-come, first serve basis.

Adjunct employees may be funded for up to \$250 per year for professional development.

Presenters are entitled to additional funding up to \$200.

Any employee who receives funding may be requested to share gained information with the campus community.

Receive and Accept Minutes

- March 3, 2014

Professional Development Budget

- Lynda.com renewal

Professional Development Activities/Calendar

- Classified Connection Week
- Professional Development Day
- Program Review for Prof. Dev.
- Next meeting is for planning- we should take 2 hours -May 5 (2pm-4pm or 1pm-3pm?)-potluck!

Flex & Flex Reports- Please continue to review FLEX Reports- we can have a special meeting to discuss questions.

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.).