

Professional Development Committee

October 20, 2014
Agenda
LA-202

Committee Members Ana Bojorquez; Quincy Brewer; Jay Danley; Vanessa Engstrom; Laura Gomez; Susan Mattson; James Robinson; Alicia Tuvida; Dena Murillo-Peters; James Smith; Rania Hamdy

Agenda

Consent Agenda 2

Other Business 5

Consent Agenda:

1. Name: Brian Sylva, FT Classified, Athletics

Activity: 2014 CCCAA Fall Conference

Sponsor: California Community College Athletic Association (CCCAA)

Location: Sacramento, CA

Dates: Nov. 5-7, 2014

Purpose: networking with others, improving ways to better serve the campus and community. Learning new strategies to disseminate clear and accurate information about division activities.

Costs: Reg: \$ -0- Trans: \$210.18 Hotel: \$272.74 Meals: \$100.00 Total: \$663.84

2. Names: Christie Gabriel-Millette; Dena M. Peters; Girija Raghavan; Rania Hamdy

Activity: Managing Emotions Under Pressure

Sponsor: Fred Pryor Seminars

Location: Ontario, CA

Date: Jan. 28, 2015

Purpose: The benefit to the district will be to enhance my ability to handle tough situations and achieve positive results in the workplace. The anticipated value for me is to increase my knowledge of how to deal with tough situations and achieve positive results, as well as establishing supportive relationships in the workplace.

Costs: Reg: \$199.00 Trans: -0- Hotel: -0- Meals: \$50.00 Total: \$249.00*

***For a total of \$996.00 for four (4) employees attending the same event. The guidelines for professional development funding are: "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."**

Additional Information

Review and Approve Minutes

- October 6, 2014

Professional & Organizational Development

- Budget Update – Balance as of 10/15/14: \$14,400.02
- Professional Development Plan update 2014-2015
- Faculty member (Daihim Fozouni, adjunct) offered to do Blackboard training: As a result, two more workshops added to the November calendar.
- UPCOMING CCC Professional Development Clearinghouse Summit, ref. email from Dena sent to the committee members on 10/14/14.
- Upcoming Events
 - Great Teachers' Retreat – Jan/Feb 2014
 - Classified Staff Appreciation Week – Spring Break

- Soft skills training for Financial Aid Dept. – developmental process

Sabbatical Leaves 2015-2016

- Question from committee on the number of authorized leaves for SBVC
- Deadline Dates for Subcommittee*
 - Applications submitted to President: Nov. 1, 2014
 - Application review process by *campus committee
 - Recommendations to the District: Nov. 15, 2014

Flex & Flex Reports

For review and update*:

- **Flex Committee:**
 - A-C Vanessa Engstrom
 - D-G Suzi Mattson
 - H-K Quincy Brewer
 - L-N James Robinson
 - O-S Alicia Tuvida
 - T-V Jay Danley
 - W-Z Laura Gomez

*Committee updated 10/6/14.

Announcements/Reports

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 Mondays, 2:00-3:00 p.m.).