

Professional Development Committee

November 17, 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: Ricky Shabazz, VP, Student Services

Activity: ACCCA Annual Conference

Sponsor: Association of California Community College Administrators

Location: San Francisco, CA

Dates: Feb. 25-27, 2015

Purpose: Professional development for CCC administrators; ACCCAs annual event features outstanding breakout sessions for CCC administrators that focus on innovative, fresh ideas and best practices to inspire collaboration.

Costs: Reg: \$ 445.00 Trans: \$390.47 Hotel: \$589.32 Meals: \$200.00- Total: \$1,624.79 (\$874.79 funded from other sources).

2. Name: Christie Gabriel-Millette, Research Analyst, FT, Research & Planning

Activity: Clearinghouse Academy

Sponsor: National Student Clearinghouse

Location: Ontario, CA

Dates: Dec. 11, 2014

Purpose: NSC is the data resource we use for tracking student transfers to and graduates of 4-yr universities. This source has been imperfect in the past, so this workshop will allow an opportunity to fine tune the transfer reporting process.

Costs: Reg: -0- Trans: \$21.47 Hotel: -0- Meals: -0- Total: \$21.47

Additional Information

Review and Approve Minutes

- November 3, 2014

Professional & Organizational Development

- Budget Update – Balance as of 11/14/14: \$
- Professional Development Plan update 2014-2015
- Update on attendance to 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

- Six (6) applications submitted to President's Office as of 11/3/14.
- Subcommittee to meeting following today's committee meeting @ 3:00 p.m.
- Committee members to review applicant(s) available in Office of Research, Planning & Institutional Effectiveness.
- Deadline Dates for Subcommittee*
 - Applications submitted to President: Nov. 1, 2014
 - Application review process by *campus committee
 - Recommendations to the District: Nov. 15, 2014*
 - *Date to submit recommendations to the District has been EXTENDED to Nov. 18, 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.).*