

Professional Development Committee

April 6, 2015
MINUTES
LA-202

Committee Members Attended: Ana Bojorquez; Jay Danley; Vanessa Engstrom; Susan Mattson; Alicia Tuvida; Dena Murillo-Peters; Rania Hamdy
Guests: Trelisa Glazatov; Rhiannon Lares

Agenda

Consent Agenda 4

Other Business 5

Consent 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 2014-2015 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.

Susan Mattson made a motion to approve the consent agenda items; Alicia Tuvida 2nd the motion. Consent agenda items approved per general consensus. Rania Hamdy noted that this is the last day for conference requests being submitted for funding for FY 2014-15.

1. Name: James Stewart, FT Faculty—**APPROVED for \$750.00 per the guidelines outlined above for professional development funding.**

Activity: 44th Annual Conference

Sponsor: Glass Arts Society

Date(s): June 5-7, 2015

Location: San Jose, CA

Purpose: Gather information and knowledge that is discipline specific and will certainly improve instruction as well. Moreover, I will gain insights vital to the well-runings of our hot shop. The conference is themed around technology and ways “they” and “we” work with glass.

Cost: Reg: 365.00 Trans: \$ -0- Hotel: \$417.00 Meals: \$ -0- Total: \$782.00

2. Name: Greg Zerovnik, FT, Manager—**APPROVED for \$424.71 per the guidelines outlined above for professional development funding.**

Activity: CCPRO Annual Conference

Sponsor: Community College Public Relations Organization (CCPRO)

Date(s): April 23-24, 2015

Location: San Diego, CA

Purpose: As I am a presenter, the district’s reputation among its peers will be enhanced. I will receive new knowledge of PR successful actions and best practices to assist with my job function for SBVC.

Cost: Reg: \$75.00 Trans: \$134.47 Hotel: \$194.24 Meals: \$25.00 Total: \$424.71

3. Name: Melinda Fogle Oliver, FT Faculty—**APPROVED for \$750.00 per the guidelines outlined above and per funding availability for FY 2015-16.**

Activity: ATHE Annual Conference

Sponsor: Association for Theater in Higher Education

Date(s): **July 29-Aug. 2, 2015 (FY 15-16)**

Location: Montreal, Quebec, Canada

Purpose: I will meet and network with theatre practitioners and educators from around the world. I will represent our district and develop professional relationships, both of which will benefit our district. I will learn new teaching methodologies that can be used in the classroom at SBVC.

Cost: Reg. \$400.00 Trans: \$700.00 Hotel: \$848.00 Meals: \$250.00 Total: \$2,198.00

4. Name: Angela Grotke, FT, Classified—**APPROVED for \$500.00 per the guidelines outlined for professional development funding.**

Activity: Classified Leadership Institute

Sponsor: California Community Colleges Classified Senate

Date(s): June 4-6, 2015

Location: Lake Tahoe, CA

Purpose: I will learn what other classified senates are doing and be able to apply those ideas to our campus, and also learn about how the classified senate is growing at the state level.

Cost: Reg: \$500.00 Trans: \$196.50 Hotel: \$178.00 Meals: -0- Total: \$874.50

Additional Information

Review and Approve Minutes:

- March 2, 2015 – Vanessa Engstrom made a motion to approve the minutes; Susan Mattson 2nd the motion. Minutes approved as written.

Guest(s):

- Trelisa Glazatov and Rhiannon Lares from DCS were in attendance to discuss Distance Ed updates. Tre mentioned the campuses have new mobile apps; Blackboard now offers mobile learning for free; We'll be in our annual upgrade period soon, 7/3—Blackboard updated; 7/4—New features. There will be Blackboard training in the fall.

Professional & Organizational Development:

- New Faculty Orientation—Rania wanted feedback from the committee on building a new schedule. We'll have several new faculty this fall. The committee members suggested several ideas, e.g., where to run Scantrons; mentor partner with FT faculty, share general college processes, manager lunch, meet and greet; co-hort before come talk and share, highlight different committees).
- Adjunct Faculty Orientation—Tre shared what occurred in the the last cross-training: added Datatel, and created a schedule. Ideas on breakout sessions: JIT videos; what to do on first day—SLO Cloud, handouts for technology, Office 365.
- New Classified Orientation—Rania asked for ideas for classified orientation. Lunch meeting for four weeks, mini-conference, ½ day, meet quarterly, survey classified staff, goodie bags, coffee mug.
- Additional Updates

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:

- Next Meetings—No committee meeting on the next regularly scheduled date of April 20, and we'll have one more meeting on May 4 for planning. Discussion ensued on having the planning meeting on May 4. Potluck suggested. A list of items people offered to bring: Vanessa/cookies; Susie/drinks; Rania/pizza; Tre/veggie tray/ Alicia/fruit.

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