

Professional Development Committee

October 5, 2015
MINUTES
LA-202

Committee Members Attended
Jay Danley; Susan Mattson; Dena Murillo-Peters; James Smith; Rania Hamdy

Agenda

Consent Agenda 3

Other Business 4

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 2015-2016 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.

Jay Danley motioned to approve the consent agenda items; Susan Mattson 2nd the motion. Consent agenda items were approved per the guidelines outlined for professional development funding for academic year 2015-16.

APPROVED for \$299 per the guidelines outlined for professional development funding.

Name: Dena Peters, Administrative Secretary, Research, Planning & IE

Activity: Training Rewards Program

Sponsor: Fred Pryor Seminars

Location (City/State): Various So. Cal. Locations

Date(s): Varies, depending on workshops

Purpose: Benefit to the district is training offered at a low-cost for a 12-month membership. This is a renewal fee for another year. This membership allows FREE access to all one- and two-day seminars, as well as online courses.

These professional development workshops are not offered at SBVC. These seminars offer new ideas and current trends related to the workplace, along with networking with people from various work environments. Attending just one seminar more than covers the cost for this one-year membership.

Costs: Reg. \$299.00 Trans: -0- Hotel: -0- Meals: -0- Total: \$299.00

APPROVED for \$299 per the guidelines outlined for professional development funding.

Name: Christie Gabriel-Millette, Research Analyst, Research, Planning & IE

Activity: Training Rewards Program

Sponsor: Fred Pryor Seminars

Location (City/State): Various So. Cal. Locations

Date(s): Varies, depending on workshops

Purpose: Benefit to the district is training offered at a low-cost for a 12-month membership. This is a renewal fee for another year. This membership allows FREE access to all one- and two-day seminars, as well as online courses.

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Costs: Reg. \$299.00 Trans: -0- Hotel: -0- Meals: -0- Total: \$299.00

APPROVED for \$299 per the guidelines outlined for professional development funding.

Name: Girija Raghavan, Accountant, Grant Development & Management

Activity: Training Rewards Program

Sponsor: Fred Pryor Seminars

Location (City/State): Various So. Cal. Locations

Date(s): Varies, depending on workshops

Purpose: Benefit to the district is training offered at a low-cost for a 12-month membership. This is a renewal fee for another year. This membership allows FREE access to all one- and two-day seminars, as well as online courses.

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Costs: Reg. \$299.00 Trans: -0- Hotel: -0- Meals: -0- Total: \$299.00

Additional Information

Review and Approve Minutes: Jay Danley motioned to approve the minutes; Susan Mattson 2nd the motion.

Minutes approved as written.

- September 21, 2015

Additional Comments

Next Meeting: October 19, 2015

Flex & Flex Reports: The committee members proposed to discuss the alpha list at the next meeting on October 19.

For review and update*:

- **Flex Committee:**
 - A-C Vacant
 - D-G Suzi Mattson
 - H-K Quincy Brewer
 - L-N Vacant
 - O-S Vacant
 - T-V Jay Danley
 - W-Z Laura Gomez

*Committee updated 10/6/14.

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.).