

Professional Development Committee

October 19, 2015
MINUTES
LA-202

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

Agenda

Consent Agenda 3

Other Business 7

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.

Consent agenda item for Melinda Fogle Oliver was pulled for discussion. All other consent agenda items were approved for funding. Susan Mattson motioned to approve the consent agenda items; Jay Danley 2nd the motion. Items approved by general consensus.

APPROVED for \$551 per the guidelines outlined for professional development funding.

Name: Christie Gabriel-Millette, FT, Research

Activity: Get Focused . . . Stay Focused Conference

Sponsor: Santa Barbara Community College

Location (City/State): Santa Barbara, CA

Date(s): January 7-8, 2016

Purpose: I will obtain information regarding an increase in percentage of students achieving their academic goals and a decrease in students requiring developmental courses. I will learn about improvements in accountability outcome measures as well.

Costs: Reg: \$299 Trans: \$198.25 Hotel: \$350 Meals: \$142 TOTAL: \$989.25

Additional funding sources available.

APPROVED for \$750 per the guidelines outlined for professional development funding.

Name: Kim Dubois Eastman, FT Faculty, Science/Health

Activity: 2016Elsevier Faculty Development Conference

Sponsor: Contemporary Forums

Location (City/State): Las Vegas, NV

Date(s): January 3-5, 2016

Purpose: 1) Improve student state license exam performance; 2) National nurse leaders will be speaking on how to integrate critical thinking into the classroom and implement active learning techniques.

Costs: Reg. \$915 Trans: \$168.82 Hotel: \$500 Meals: \$200 TOTAL: \$1,783.32 (self-funding)

DENIED on 10/21/15 based on prior approval for \$750 per the guidelines for a conference attendance in July 2015. Initially APPROVED for \$750 on 10/19/15 per the guidelines outlined for professional development funding.

Email sent to employee and conference request paperwork returned with denial notice.

Name: Melinda Fogle Oliver, FG Faculty, Humanities

Activity: Kennedy Center American College Theater Festival

Sponsor: Kennedy Center

Location (City/State): Honolulu, HI

Date(s): February 10-15, 2016

Purpose: I will chaperone and advise up to 10 SBVC students nominated to compete at the Kennedy Center Region VIII Festival. The student nominees and I will represent our district and interact with our peers from Region VIII College and Universities. Students and I will attend performance and participate in workshops, gaining experience and knowledge.

Costs: Reg: \$95 Trans: \$810 Hotel: \$730 Meals: \$250 TOTAL: \$1,885

Additional Information

Review and Approve Minutes:

- October 5, 2015 - pending

FLEX Day Workshop Ideas: Rania Hamdy reviewed upcoming flex day activities and asked for workshop ideas from the committee. There is a two-day flex period, Jan. 13-14, 2016, Wed/Thurs. The Educational Summit will take place along with adjunct orientation and breakout sessions. Rania was looking for workshop ideas. Suggested ideas included anything that motivates, safety, VAWA, Title IX, active shooter discussion/open forum, discussion on Scorecard at the division meetings.

Adjunct Orientation: Rania asked for workshop ideas for adjunct orientation.

Career Pathways Workshop: Rania shared an upcoming workshop on career pathways to be held to establish a list of interested employees. There are a lot of employees applying for promotions, but are underprepared or not prepared to promote to a management position.

STEM Tutor Workshops: Rania did a workshop for the STEM tutors on interpersonal skills, customer service. Training was well received and more training to follow.

Next Meeting: November 2, 2015

Flex & Flex Reports

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.).*