Professional Development Committee	December 7, 2015 **M I N U T E S** LA-202

Committee Members Present	Ana Bojorquez; Jay Danley; Laura Gomez; Susan Mattson; Rania Hamdy

Agenda

Consent Agenda	7
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.

APPROVED for $595 per the guidelines established by the Professional Development Committee.
Name: Ron Hastings, Director, Library & Learning Support Services
Activity: 2016 ACCCA Conference
Sponsor: Association of Calif. Community College Administrators (ACCCA)
Location (City/State): Riverside, CA
Date(s): February 17-19, 2016
Purpose: This annual conference will offer several workshops and presentations aimed at CC administrators. As an opportunity to meet and share ideas with counterparts at other community colleges, it is a valuable professional development opportunity.

Costs: Reg: $445 Trans: -0- Hotel: -0- Meals: $150   TOTAL: $595

Additional funding sources available.

APPROVED for $25 per the guidelines established by the Professional Development Committee.
Name: Rania Hamdy, Coordinator, Professional Development
Activity: 3rd Annual SLOs Symposium
Sponsor: Student Learning Outcomes Networking Group
Location (City/State): Orange, CA
Date(s): January 29, 2016
Purpose: SLO-Net is an opportunity to network with SLO Coordinators and other practitioners. Conference will help participants to develop appropriate strategies to address ACCJC SLO standards and design professional development activities to implement these strategies.

Costs: Reg. -0- Trans: -0- Hotel: -0- Meals: $25.00 TOTAL: $25.00

APPROVED for $300 per the guidelines established by the Professional Development Committee.
Name: Kay Weiss, Dean, Arts & Humanities
Activity: 2016 Instructional Design and Innovation
Sponsor: Academic Senate for Calif. Community Colleges
Location (City/State): Riverside, CA
Date(s): January 21-23, 2016
Purpose: This institute provides opportunity to learn strategies to improve student success in traditional and online formats. Networking with others in the state to learn about best practices is extremely valuable. As a presenter regarding institutionalized new faculty development programs as an opportunity to grow campus leaders, our own best practices will be shared with other colleges in the state.

Costs: Reg: $300 Trans: -0- Hotel: -0- Meals: -0- TOTAL: $300

APPROVED for $80.20 per the guidelines established by the Professional Development Committee.
Name: Celia Huston, Faculty, Library
Activity: 3rd Annual SLOs Symposium
Location: Orange, CA
Dates: January 29, 2016
Purpose: SLO-Net is an opportunity to network with SLO Coordinators and other practitioners. Conference will help participants to develop appropriate strategies to address ACCJC SLO standards and design professional development activities to implement these strategies.
Costs: Reg: -0- Trans: $55.20 Hotel: -0- Meals: $25 TOTAL: $80.20

APPROVED for $750 per the guidelines established by the Professional Development Committee.
Name: Justine Plemons, FT Classified; Student Life
Activity: ASCA 2016 Annual Conference
Sponsor: Association of Student Conduct Administration (ASCA)
Location: St. Pete Beach, FL
Dates: February 3-6, 2016
Purpose: New staff in the office need training on current approaches to student discipline to ensure compliance with Title V and Educational Code. Topics covered include underpinning legal concepts of student conduct, current student conduct, culture and "nuts and bolts" of meeting with students to facilitate a conduct process. This conference also aligns with strategic planning goal #2.9.3.
Costs: Reg: $605 Trans: $812.50 Hotel: $487.50 Meals: $279 TOTAL: $2,071.50

APPROVED for $750 per the guidelines established by the Professional Development Committee.
Name: Raymond Carlos, Director, Student Life
Activity: SAME AS ABOVE, see details
Costs: Reg: $605 Trans: $812.50 Hotel: $975 Meals: $279 TOTAL: $2,559

APPROVED for $750 per the guidelines established by the Professional Development Committee.
Name: Amanda Moody, FT, Classified, Student Life
Activity: SAME AS ABOVE (Justine Plemons & Raymond Carlos)
Costs: Reg: $605 Trans: $812.50 Hotel: $487.50 Meals; $279 TOTAL: $2,071.50

Additional Information

Review and Approve Minutes
  • November 2, 2015

Flex Days, January 13-14, 2016

Opening Day, January 15, 2016

Next Meeting: February 1, 2016 (No meetings in January, Winter break)

Flex & Flex Reports

For review and update*:
- **Flex Committee:**
  A-C
  D-G   Suzi Mattson
  H-K   Quincy Brewer
  L-N
  O-S
  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.).