

# Professional Development Committee

AUGUST 29, 2016  
MINUTES  
LA-202

Committee  
Members  
Attended

Elaine Akers; Ana Bojorquez; Jay Danley; Jeremiah Gilbert; Laura Gomez; Susan Mattson; Dolores Moreno; Dena Murillo-Peters; Romana Pires; James Smith; Rania Hamdy

## Agenda

Consent Agenda 7

Other Business 3

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 2016-2017 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.

## Additional Information

The committee reviewed the consent agenda items; Laura Gomez motioned to approve the items; Jeremiah Gilbert 2<sup>nd</sup> the motion. Approved by general consensus; James Smith abstained.

**APPROVED FOR \$400.92 per the guidelines outlined above for the 2016-17 academic year.**

**Name: Nicole Williams, Administrative Secretary, President's Office**

Activity: The Women's Conference

Sponsor: Fred Pryor/Career Track

Location: Anaheim, CA

Date(s): September 15, 2016

Purpose: Learn how to develop your personal leadership style, take control of the multiple priorities and projects, keep damaging emotions out of a professional environment. Discover tips and tricks that make it easier to produce and achieve every day from respected speakers and workshop leaders.

Costs: Reg: \$149.00 Trans: \$62.92 Hotel: \$155.00 Meals: \$64.00 **Total cost to attend: \$400.92**

**APPROVED FOR \$750 per the guidelines outlined above for the 2016-17 academic year.**

**Name: Melissa King, Instructor, SSHDPE**

Activity: 115<sup>th</sup> AAA Annual Meeting

Sponsor: American Anthropological Association (AAA)

Location: Minneapolis, MN

Date(s): November 16-20 2016

Purpose: 1) Faculty will bring back knowledge of discipline and teaching tips to share with Dept.; 2) faculty and students will benefit from networking and keeping up-to-date as a discipline expert.

Costs: Reg: \$248.00 Trans: \$500.00 Hotel: \$304.20 Meals: \$128.00 **Total cost to attend: \$1,180.20**

**APPROVED FOR \$468.16 per the guidelines outlined above for the 2016-17 academic year.**

**Name: Michael Gonzales, Theatre Technician, Arts & Humanities**

Activity: Live Design 2016

Sponsor: Live Design

Location: Las Vegas, NV

Date(s): October 21-23, 2016

Purpose: 1) with the increase of events the district wants to do in the auditorium, we need to learn how to use equipment to get events ready and done faster. Also, keep the events interesting for the clientele attending; 2) to obtain information on new equipment, software, safety regulations, as designs used in the theatrical industry, including rigging, lighting, and sound. To talk to dealers, to obtain information on renting and owning new equipment for auditorium and theater department.

Costs: Reg. -0- Trans: \$120.96 Hotel: \$347.20 Meals: -0- **Total cost to attend: \$468.16**

**APPROVED FOR \$172.80 per the guidelines outlined above for the 2016-17 academic year.**

**Name: Robert "Chris" Berry, Music**

Activity: 2016 NAMM Show

Sponsor: National Association of Music Merchants (NAMM)

Location: Anaheim, CA

Dates: January 19-22, 2016

Purpose: The NAMM show is the largest music trade show in the US. It provides opportunities to see a vast variety of software and musical instruments used in college music teaching. Many educational sessions are offered by NAMM Foundation and the College Music Society. Internationally known performers and clinicians are featured throughout the four-day event. Samples of music publications which I distribute to my classes are available for the taking.

Costs: Reg: -0- Trans: \$92.80 Hotel: -0- Meals: \$80.00 **Total cost to attend: \$172.80**

**APPROVED FOR \$750 per the guidelines outlined above for the 2016-17 academic year.**

**Name: James E. Smith, Dean, Research, Planning & Institutional Effectiveness**

Activity: Evaluation 2016

Sponsor: American Evaluation Association

Location: Atlanta, CA

Date(s): October 24-29, 2016

Purpose: Benefit to the district will be by bringing back ways on how design and evaluation can be integrated to strengthen programs, benefit the environment, and improve the lives of people; the benefit to for me will be the opportunity to meet with other professional evaluators, evaluation scholars, students, and evaluation users to collaborate and expand practices through education, knowledge sharing, and networking.

Costs: Reg: \$210.00 Trans: \$261.38 Hotel: \$2,018.22 Meals: \$384.00 **Total cost to attend: \$2,123.60**

Committee Protocols, review of:

- 2016-2017 Deadline Dates
- Four Simple Steps to Process Requests

Next Meeting: September 19, 2016, 2:00 p.m., LA-202

**Additional Comments**

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## Flex & Flex Reports

*For review and update\*:*

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

*\*Committee updated:*

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 is responsible for planning, programming, and the 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 on the committee also serve as advisory to the sabbatical leave committee and the campus flex committee. (1st and 3<sup>rd</sup> Mondays, 2:00–3:00)*