

Professional Development Committee

March 6, 2017
MINUTES
LA-202

Committee Members Attended: Ana Bojorquez; Jay Danley; Jeremiah Gilbert; Laura Gomez; Susan Mattson; Dena Peters; Romana Pires; Rania Hamdy

Agenda

Consent Agenda	8
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.

Item for Ann Adamiak was pulled for discussion. Susan Mattson motioned to approve the remaining consent agenda items; Laura Gomez 2nd the motion. Approved by general consensus.

Discussion ensued on the conference request for Ann Adamiak to fund a project that she is doing for her master's degree. This type of request has never been submitted, and the committee agreed it does not want to set a precedence for these types of request. This type of request could be submitted to the dean at the department level to request compensation for professional development for part-time staff. The committee agreed to deny the request for professional development committee funding.

APPROVED for \$750 per the guidelines outlined above to approve funding for conferences up to \$750 per year per full-time employee for the academic year.

Name: Mark Williams, FT Faculty, Applied Tech/Automotive

Activity: Skills USA State Conference

Sponsor: Skills USA Conference

Location: San Diego, CA

Dates: April 20-23, 2017

Purpose: Skills USA is a partnership of students, teachers, and industry representatives, working together to ensure American has a skilled workforce. I will be attending the Automotive Collision Refinishing Competition to network with industry partners and California educators for a possibility of hosting the 2018 Skills Regional competition at SBVC.

Costs: Reg: \$100 Trans: \$253.42 Hotel: \$550 Meals: \$192 TOTAL: \$1,095.42

DENIED. Reason for the denial is due to the fact that this activity does not meet the criteria for professional development funding via the committee. The committee agreed it does not want to set a precedence for these types of requests. Employee was encouraged to submit their request for funding to the dean at the department level to request compensation for professional development for part-time staff.

Name: Ann Adamiak, PT Faculty, Arts & Humanities

Activity: Face-to-Face Session for MA of Interpreting Studies

Sponsor: Western Oregon University

Location: Monmouth, OR

Dates: July 26-30, 2017* FISCAL YEAR 2017-2018

Purpose: 1) The benefit to the District will be that I will be one step closer to obtaining my MA degree. It is a hybrid online/in-person program; 2) The value of the activity is immeasurable in terms of gained knowledge. I will continue to pursue an advanced degree with the emphasis in interpreting pedagogy to contribute to the mission of SBVC.

Costs: Reg: \$3,900 Trans: \$345 Hotel: \$300 Meals: \$448 TOTAL: *\$4,993

APPROVED for \$137 per the guidelines outlined above to approve funding for conferences for Adjunct employees up to \$250 per year for professional development.

Name: Soha Sobhanian, PT Faculty, Science

Activity: 2017 Southern Calif. PKAL Regional Network Annual Meeting

Sponsor: Association of American Colleges and Universities

Location: San Diego, CA

Dates: March 25, 2017

Purpose: 1) The benefit to the district is that I will learn strategies for how to improve participation and persistence in STEM courses for a diverse population of students (which closely aligns with the missions of the College and the district; 2) The value of the activity includes the interaction with two-year and four-year colleges in STEM fields, as well as learning about what we can do to improve the transfer experience for community college students in STEM fields.

Costs: Reg: \$30 Trans: \$107 Hotel: -0- Meals: \$137 TOTAL: \$137

APPROVED for \$137 per the guidelines outlined above to approve funding for conferences up to \$750 per year per full-time employee for the academic year.

Name: Joan Murillo, PT Faculty, Science

Activity: 2017 Southern Calif. PKAL Regional Network Annual Meeting

Sponsor: Association of American Colleges and Universities

Location: San Diego, CA

Dates: March 25, 2017

Purpose: 1) The benefit to the district is that I will learn strategies for how to improve participation and persistence in STEM courses for a diverse population of students (which closely aligns with the missions of the College and the district; 2) The value of the activity includes the interaction with two-year and four-year colleges in STEM fields, as well as learning about what we can do to improve the transfer experience for community college students in STEM fields.

Costs: Reg: \$30 Trans: \$107 Hotel: -0- Meals: \$137 TOTAL: \$137

APPROVED for \$137 per the guidelines outlined above to approve funding for conferences up to \$750 per year per full-time employee for the academic year.

Name: Sheri Lillard, FT Faculty, Science

Activity: 2017 Southern Calif. PKAL Regional Network Annual Meeting

Sponsor: Association of American Colleges and Universities

Location: San Diego, CA

Dates: March 25, 2017

Purpose: 1) The benefit to the district is that I will learn strategies for how to improve participation and persistence in STEM courses for a diverse population of students (which closely aligns with the missions of the College and the district; 2) The value of the activity includes the interaction with two-year and four-year colleges in STEM fields, as well as learning about what we can do to improve the transfer experience for community college students in STEM fields.

Costs: Reg: \$30 Trans: \$107 Hotel: -0- Meals: \$137 TOTAL: \$137

APPROVED for \$137 per the guidelines outlined above to approve funding for conferences up to \$750 per year per full-time employee for the academic year.

Name: Jennifer Bjerke, FT Faculty, Science

Activity: 2017 Southern Calif. PKAL Regional Network Annual Meeting

Sponsor: Association of American Colleges and Universities

Location: San Diego, CA

Dates: March 25, 2017

Purpose: 1) The benefit to the district is that I will learn strategies for how to improve participation and persistence in STEM courses for a diverse population of students (which closely aligns with the missions of the College and the district; 2) The value of the activity includes the interaction with two-year and four-year colleges in STEM fields, as well as learning about what we can do to improve the transfer experience for community college students in STEM fields.

Costs: Reg: \$30 Trans: \$107 Hotel: -0- Meals: \$137 TOTAL: \$137

APPROVED for \$149 per the guidelines outlined above to approve funding for conferences up to \$750 per year per full-time employee for the academic year.

Name: Justine Plemons, FT Classified, Student Life

Activity: Conference for Women

Sponsor: Skillpath Seminars

Location: San Bernardino, CA

Date: May 18, 2017

Purpose: The purpose—to receive training on how to communicate better and overcome adversity. The benefit—employees of OSL will learn how to make a positive impact within our department.

Cost: Reg: \$149 Trans: -0- Hotel: -0- Meals: -0- TOTAL: \$149

APPROVED for \$149 per the guidelines outlined above to approve funding for conferences up to \$750 per year per full-time employee for the academic year.

Name: Amanda Moody, FT Classified, Student Life

Activity: Conference for Women

Sponsor: Skillpath Seminars

Location: San Bernardino, CA

Date: May 18, 2017

Purpose: The purpose—to receive training on how to communicate better and overcome adversity. The benefit—employees of OSL will learn how to make a positive impact within our department.

Cost: Reg: \$149 Trans: -0- Hotel: -0- Meals: -0- TOTAL: \$149

Additional Information

Review and Approve Minutes: Minutes for February 6, 2017, accepted as written.

Budget Review: The Purchasing Cut-off for FY 17 is April 28, 2017. We have three more committee meetings, and will need a cutoff date of two weeks prior to April 28, in order to complete all financials to be processed by the deadline date. Rania has also submitted an emergency request for more funds to cover the fiscal year. The president has agreed to provide an additional \$4,500 for conference funding. The paperwork is in process to transfer these funds to the committee budget.

Flex Day, April 11: Rania reviewed the training to be offered on this day. There will be two (2) Canvas training sessions; OER Open Lab (@One self-paced video for Canvas; an Active Shooter session; and, a learning/teaching workshop.

Additional Comments

Other: Romana Pires shared what she learned after attending an OER conference. She researched Canvas via MOOCs and plans to do a presentation with faculty chair on OER. There are so many resources that we are not getting, e.g., qualify for 24 hours tutoring for students.

Great Teachers Seminar: Question on where the funding was coming for this event: Rania said we usually spend about \$5,000 for GTS, but this year she was able to get reallocation funding from student services and was able to roll the GTS into student equity and student success. No funding came from Professional Development funds. A suggestion for next year's topic for GTS was OER online

Flex & Flex Reports

- **Flex Committee*:**
 - A-C Suzi Mattson
 - D-G Romana Pires
 - H-K Jeremiah Gilbert
 - L-N Elaine Akers/Judy Jorgensen
 - O-S Dolores Moreno
 - T-V Jay Danley
 - W-Z Laura Gomez

*Committee updated Fall 2016

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 3rd Mondays, 2:00–3:00)