

# Professional Development Committee

**MINUTES**  
**SEPTEMBER 17, 2018**  
**LA-202**

Committee Members Attended Elizabeth Banuelos; Jennifer Bjerke; Jay Danley; Ernest Guillen; Rania Hamdy; Melinda Moneymaker; Dena Peters; Matthew Robles; James Smith;

Guests:

## Agenda

Consent Agenda 10

Other Business 5

### 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 2017-2018 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.

Rania Hamdy reviewed the agenda items with the committee. Matthew Robles motioned to approve the consent agenda items; Janet Bjerke 2<sup>nd</sup> the motion. All in favor by general consensus. Consent agenda items approved for funding.

### **APPROVED FOR \$750 per the guidelines established by the Professional Development Committee and outlined above.**

Name: Quincy Brewer, FT Faculty/Kinesiology/Athletics

Activity: Conference on Paradigm Concepts

Sponsor: Proctor Gallagher Institute

Location: Los Angeles, CA

Dates: Oct. 5-7, 2018

Purpose: The district benefits by having a representative present at a prestigious conference. The value of the activity encompasses the opportunity for the representative to learn new teaching and coaching methods to utilize as a coach and professor at SBVC.

Cost: Reg: \$497.00 Trans: \$115.56 Meals: \$192.00 TOTAL: \$804.56

### **APPROVED FOR \$750 per the guidelines established by the Professional Development Committee and outlined above.**

Name: Leonard Lopez, FT Faculty/Philosophy

Activity: APA Annual Conference

Sponsor: American Philosophical Association

Location: Denver, CO

Dates: Feb. 20-23, 2019

Purpose: The conference is a comprehensive overview of the state of the discipline, with an emphasis on teaching. I

expect to learn of recent development, new publications, and best teaching practices.

Cost: Reg: \$240 Trans: \$300.00 Hotel: \$925 Meals: \$298 TOTAL: \$1,763

**APPROVED FOR \$450 per the guidelines established by the Professional Development Committee and outlined above.**

Name: Matthew Bond, PT Faculty/Humanities

Activity: 116<sup>th</sup> Annual Conference, Presenter

Sponsor: Pacific Ancient and Modern Languages Association

Location: Bellingham, WA

Dates: Nov. 9-11, 2018

Purpose: The value of this conference lies in its ability to foster an appreciation for the life of the mind and to advance literary studies, and my attendance strengthens me as a scholar, as a writer, and as a teacher. The district will benefit by having a teacher who is better connected to and informed by a network of academics who grapple with both the practicalities of the classroom experience as well as the abstract ideas mediated upon by literature scholars.

Cost: Reg: \$80 Trans: \$350 Hotel: -0- Meals: -0- TOTAL: \$430

**APPROVED FOR \$450 per the guidelines established by the Professional Development Committee and outlined above.**

Name: Lauren Bond, PT Faculty/Humanities

Activity: 116<sup>th</sup> Annual Conference, Presenter

Sponsor: Pacific Ancient and Modern Languages Association

Location: Bellingham, WA

Dates: Nov. 9-11, 2018

Purpose: The value of this conference lies in its ability to foster an appreciation for the life of the mind and to advance literary studies, and my attendance strengthens me as a scholar, as a writer, and as a teacher. The district will benefit by having a teacher who is better connected to and informed by a network of academics who grapple with both the practicalities of the classroom experience as well as the abstract ideas mediated upon by literature scholars.

Cost: Reg: \$80 Trans: \$350 Hotel: -0- Meals: -0- TOTAL: \$430

**APPROVED FOR \$250 per the guidelines established by the Professional Development Committee and outlined above.**

Name: Marianne Klingstrand, FT Faculty/Science

Activity: 2018 CAPTE Conference

Sponsor: Calif. Association of Psychiatric Technology Educators (CAPTE)

Location: Napa, CA

Dates: Oct. 11-12, 2018

Purpose: To network with other educators regarding teaching methods, current laws, and issues affecting psychiatric technician students and psych techs; to continue to product competent and ethical licenses psych techs for our community.

Cost: Reg: \$125.00 Trans: \$553.94 HotEl: \$320.00 Meals: -0- TOTAL: \$998.94 **Requesting \$250 only.**

**APPROVED FOR \$250 per the guidelines established by the Professional Development Committee and outlined above.**

Name: Teresa Weaver, FT Faculty/ Psych Tech

Activity: Calif. Association of Psych Tech Educators (CAPTE) Annual Conference

Sponsor: CAPTE

Location: Napa, CA

Dates: Oct. 11-12, 2018

Purpose: Purpose: To network with other educators regarding teaching methods, current laws, and issues affecting psychiatric technician students and psych techs; to continue to produce competent and ethical licenses psych techs for our community.

Cost: Reg: \$125.00 Trans: \$136.96 Hotel: \$393.00 Meals: \$96.00 TOTAL: \$750, **Requesting \$250 only.**

**APPROVED FOR \$250 per the guidelines established by the Professional Development Committee and outlined above.**

Name: Maria Valdez, FT Faculty, Psych Tech

Activity: Calif. Association of Psych Tech Educators (CAPTE) Annual Conference

Sponsor: CAPTE

Location: Napa, CA

Dates: Oct. 11-12, 2018

Purpose: Purpose: To network with other educators regarding teaching methods, current laws, and issues affecting psychiatric technician students and psych techs; to continue to produce competent and ethical licenses psych techs for our community.

Costs: Reg: \$125.000 Trans: \$265.82 Hotel: \$438.44 Meals: \$100.00 TOTAL: \$929.26, **Requesting \$250 only.**

**APPROVED FOR \$250 per the guidelines established by the Professional Development Committee and outlined above.**

Name: Marcia Alfano-Wyatt, FT Faculty/ Psych Tech

Activity: Calif. Association of Psych Tech Educators (CAPTE) Annual Conference

Sponsor: CAPTE

Location: Napa, CA

Dates: Oct. 11-12, 2018

Purpose: Purpose: To network with other educators regarding teaching methods, current laws, and issues affecting psychiatric technician students and psych techs; to continue to produce competent and ethical licenses psych techs for our community.

Cost: Reg: \$125.00 Trans: \$241.96 Hotel: \$320.00 Meals: \$60.00 TOTAL: \$746.96, **Requesting \$250 only.**

**APPROVED FOR \$250 per the guidelines established by the Professional Development Committee and outlined above.**

Name: Samira Murtada, PT Faculty, Humanities

Activity: American Council on the Teaching of Foreign Languages (ACTFL) Convention

Sponsor: ACTFL

Location: New Orleans, LA

Dates: Nov. 16-18, 2018

Purpose: The value and purpose of participating in this conference is to enhance my skill of teaching a foreign language, staying current in the field and to provide me with comprehensive professional development experience. The district will benefit of having more qualified teachers who will contribute to student success.

Cost: Reg: \$225 Trans: \$595 Hotel: \$720 Meal: -0- TOTAL: \$1,540

**APPROVED FOR \$250 per the guidelines established by the Professional Development Committee and outlined above.**

<p>Name: Rangel Zarate, PT Faculty/English  Activity: 2018 Region 1 Leadership Conference  Sponsor: Community College Association (CCA)  Location: San Jose, CA  Dates: Oct. 12-14, 2018  Purpose: The purpose of this conference is to develop and finesse my skills as an instructor to gauge student success and retention. The district will benefit from this conference because of the innovative collaborations we will discuss regarding student learning at the community college level.  Cost: Reg: \$210.00 Trans: \$240.68 Hotel: 159.45 Meals: \$-0- TOTAL: \$610.13</p>
<p><b>Review and Approve Minutes:</b> Minutes from August 20, 2018 were reviewed by the committee. Melinda Money maker motioned to accept the minutes as written; Matthew Robles 2<sup>nd</sup> the motion. Minutes accepted as written.</p>
<p><b>Budget Update:</b> Dena Peters shared data of analysis completed on the number of requests for funding approved and actual reimbursements submitted over a the last six years. There is a trend of many who requested funding but never submit travel claims for reimbursement. Discussion ensued on ways to make sure people are submitting travel claims and ensuring funds are being used and not held in encumbrance, as we have been exhausting funds for the last several years. Propose to have more discussion on this issue.</p>
<p><b>Professional Development Plan:</b></p>
<p><b>Current SAOs:</b> Rania shared and reviewed a handout on SAOs, with specific objectives. Particular items to note: Opening Day and employee turnout; onboarding—Rania assigned to work with CHC and the district for new employees; relevant training and annual needs survey; state and campus mandates; safe spaces task force.</p>
<p><b>Flex Day Committee Update:</b> Matt Robles shared information on guided pathways, subject to be discussed on Oct. 2, Flex Day.</p>
<p><b>Next Meeting: October 1, 2018</b></p>
<p><b>Additional Comments</b></p>
<p>Flex &amp; Flex Reports</p> <ul style="list-style-type: none"> <li>• A-C Jay Danley</li> <li>D-G Elizabeth Banuelos/Suzi Mattson</li> <li>H-K Matthew Robles</li> <li>L-N Jennifer Bjerke</li> <li>O-S Dolores Moreno</li> <li>T-V Melinda Money maker</li> <li>W-Z Christina Torres</li> </ul> <p>*Committee updated Fall 2018, 9/13/18</p>
<p><i>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 son 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. (1stand 3<sup>rd</sup> Mondays, 2:00–3:00)</i></p>