

Professional Development Committee

MINUTES
OCTOBER 15, 2018
LA-202

Committee
Members
Attended

Elizabeth Banuelos; Rania Hamdy; Suzi Mattson; Melinda Moneymaker; Dena Peters; Matthew Robles.

Guests:

Agenda

Consent Agenda

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Other Business

5

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 consent agenda items with the committee. Suzi Mattson motioned to approve the consent agenda items; Matthew Robles 2nd the motion. Consent agenda approved by general consensus.

APPROVED for \$500 per the guidelines approved by the committee to allow up to \$1,000 per conference or workshop for up to two (2) or more people applying for the same event.

Name: Margaret Worsley, FT Faculty, Arts & Humanities

Activity: MACCC Conference 2018

Sponsor: Music Association of California Community Colleges (MACCC)

Location: San Diego, CA

Dates: Nov. 15-17, 2018

Purpose: Will acquire imperative knowledge to sustain an instrumental music program, which will provide the district with a thriving music program. The value of this conference is extremely high as it is in-state and information and connections made will have a profound impact on how our music program continues to develop.

Cost: Reg: \$0 Trans: \$168.72 Hotel: \$450.00 Meals: \$160.00 TOTAL: \$778.72

APPROVED for \$500 per the guidelines approved by the committee to allow up to \$1,000 per conference or workshop for up to two (2) or more people applying for the same event. This employee is also a speaker at the event, so an additional \$200 is approved for presenter fee, for a total approval of \$700 for this activity.

Name: Matie Scully, FT Faculty, Arts & Humanities

Activity: MACCC Conference 2018

Sponsor: Music Association of California Community Colleges (MACCC)

Location: San Diego, CA

Dates: Nov. 15-17, 2018

Purpose: I will speak on a variety of topics pertinent to class performance. Getting ideas from other music presentations will be invaluable as we attempt to institute such programs in our departments.

Cost: Reg: \$0 Trans: \$168.72 Hotel: \$450.00 Meals: \$160.00 TOTAL: \$778.72

APPROVED for \$710.72 per the guidelines approved by the committee for funding conferences and seminars up to \$750 per year per full-time employee for professional development for the 2017-2018 academic year.

Name: Kathryn Adams, FT Faculty, Social Science

Activity: California Forum for Professional Development

Sponsor: California Association for the Education of Young Children (CAAEYC)

Location: Palm Springs, CA

Dates: Nov. 8-10, 2018

Purpose: The value of attending the conference is to keep up-to-date with current issues in the field of CD/ECE and add these ideas into the course material. The value to the district is that the students will benefit from the new material and current issues in the field to help with hiring our CD students in the community and making our students more prepared for current employment or transfer.

Cost: Reg: \$385.00 Trans: \$58.00 Hotel: \$171.71 Meals: \$96.00 TOTAL: \$710.72

Addendum from Oct. 1, 2018

TABLED—this item is on hold until mid-year budget review, since this activity is not until June 2019. The committee will revisit this item in Jan/Feb 2019.

Name: Kay Weiss, Dean, Humanities

Activity: Online Teaching Conference

Sponsor: CCC TechConnect Projects

Location, Anaheim, CA

Dates: Jun. 18-19, 2018

Purpose: The purpose is to gain insights into best practices in online education. The benefit to the district is that best practices will be brought to the college and district regarding training and instructional delivery.

Costs: Reg: \$325.00 Trans: \$94.21 Hotel: \$222.00 Meals: \$48 TOTAL: \$689.21

Review and Approve Minutes: Minutes from September 17, 2018, were reviewed and accepted as written. Matthew Robles motioned to accept the minutes; Melinda Money maker 2nd the motion. Minutes approved as written.

Budget Update: Dena Peters gave an updated of the professional development budget as of 9/19/18. There was a total \$14,489.83 in the 5200 account.

Professional Development Plan

Current SAOs

Flex Day Committee Update

Next Meeting: October 1, 2018

Additional Comments: Rania proposed to have the remainder of the meeting to focus discussion on Guided Pathways and how it will affect professional development, brainstorm ideas on how to get buy in from faculty, and come up with ideas that will help to meet student needs and success.

Flex & Flex Reports

- A-C Jay Danley
- D-G Elizabeth Banuelos/Suzi Mattson
- H-K Matthew Robles
- L-N Jennifer Bjerke
- O-S Dolores Moreno
- T-V Melinda Money maker
- W-Z Christina Torres

*Committee updated Fall 2018, 9/13/18

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. (1stand 3rd Mondays, 2:00–3:00)