

# Professional Development Committee

**MINUTES**  
**FEBRUARY 4, 2019**  
**LA-202**

Committee Members Attended: Danny Babin; Elizabeth Banuelos; Jennifer Bjerke; Jay Danley; Rania Hamdy; Melinda Moneymaker; Dolores Moreno; Dena Peters; Matthew Robles; James Smith  
Guests:

## 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 2018-2019 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.

After review of consent agenda items, Melinda Moneymaker **motioned to approve** the agenda items; Jennifer Bjerke **2<sup>nd</sup> the motion**. All members were in favor of approving the agenda items with one abstain by Ernest Guillen.

**APPROVED for \$500 per the guidelines outlined above to fund a maximum of \$1,000 for up to two (2) or more people applying for the same event.**

Name: Sana Massad, FT Faculty, Health Science

Activity: 19<sup>th</sup> Annual Nurse Educator Institute

Sponsor: North Arkansas Partnership for Health Education (NAPHE)

Location: Branson, MO

Dates: April 10-12, 2019

Purpose: In order to gain valuable information to apply to SBVC nursing students education. To network and gain the latest information keeping our program up-to-date.

Costs: Reg: \$625 Trans: \$332 Hotel: \$447 Meals: \$231 TOTAL: \$1,926

**APPROVED for \$500 per the guidelines outlined above to fund a maximum of \$1,000 for up to two (2) or more people applying for the same event.**

Name: Yolanda Simental, FT Faculty, Health Science

Activity: 19<sup>th</sup> Annual Nurse Educator Institute

Sponsor: North Arkansas Partnership for Health Education (NAPHE)

Location: Branson, MO

Dates: April 10-12, 2019

Purpose: In order to gain valuable information to apply to SBVC nursing students education. To network and gain the latest information keeping our program up-to-date.

Costs: Reg: \$625 Trans: \$623 Hotel: \$447 Meals: \$231 TOTAL: \$1,188

**NOTE: The two (2) requests above are going to the same conference.**

**APPROVED for \$250 per the guidelines outlined for Adjunct employees to be funded up to \$250 per year for professional development.**

Name: Rangel Zarate, PT Faculty, English

Activity: 2019 CCA Winter Conference

Sponsor: The Community College Association (CCA)

Location: San Diego, CA

Date: Feb. 8-10, 2019

Purpose: This conference 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.

Costs: Reg: -0- Trans: \$79.74 Hotel: \$313.58 Meals: -0- TOTAL: \$393.32

**APPROVED for \$539.32 per the guidelines outlined to approve up to \$750 per year per full-time employee for professional development for the 2018-2019 academic year.**

Name: Ernest Guillen, FT Classified, Library

Activity: CCC Latinx Professionals Spring Summit 2019

Sponsor: Chancellor's HSI Committee

Location: San Bruno, CA

Date: February 23, 2019

Purpose: As a Hispanic serving institution, attending this activity is beneficial to attend. Discussions will include planning and workshops to address eliminating achievement gaps for LatinX students and leadership development for Hispanic professionals.

Costs: Reg: -0- Trans: -0- Hotel: \$539.32 Meals: -0- TOTAL: \$539.32

**APPROVED for \$168.18 per the guidelines outlined to approve up to \$750 per year per full-time employee for professional development for the 2018-2019 academic year.**

Name: James Smith, FT, Research & Planning

Activity: Connecting the Dots: Data-Informed Integrated Planning

Sponsor: Calif. Community Colleges/Institutional Effectiveness Partnership Initiative

Location: Los Angeles, CA

Date: February 13, 2019

Purpose: In support of the *Vision for Success*, this workshop gives SBVC a running start in providing info on how to leverage the new Student Success Metrics dashboard and offers a structured space to align this information with the college plans. Outcomes will provide better understanding of the *Student Success Metrics* and where to access info, learn to use tools, and discover how other colleges are planning to improve specific metrics.

Costs: Reg: \$75 Trans: \$91.18 Hotel: -0- Meals: -0- TOTAL: \$168.18

**APPROVED for \$373.40 per the guidelines outlined to approve up to \$750 per year per full-time employee for professional development for the 2018-2019 academic year.**

Name: Melita Caldwell-Betties, FT Faculty, Water Supply Technology

Activity: California Water Environment Association (CWEA) 2019 Annual Conference

Sponsor: CWEA

Location: Palm Springs, CA

Dates: April 10-12, 2019

Purpose: This event will bring together business and industry professionals focused on addressing the water resources and employee recruitment challenges facing California. SBVCs Water Technology Program participation in the conference is an opportunity to publicize program goals, as well as develop stronger industry partnerships.

Costs: Reg: \$100 Trans: \$209.40 Hotel: -0- Meals: \$64.00 TOTAL: \$373.40

**ITEM PULLED—Employee found other source of funding to attend this activity.**

~~REVISIT Conference Request from Kay Weiss from October committee meeting.~~

~~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

**Additional Information**

**Review and Approve Minutes: December 4, 2018 and January 15, 2019 (e-vote)**—Matthew Robles motioned to approve the minutes as written; Melinda Money maker 2<sup>nd</sup> the motion. Minutes accepted for the record.

**Budget Review:** Discussion on current issues with Oracle. Training appointments available. Dena Peters provided an update on professional development budget.

**Advancement in Rank:** Rania Hamdy brought this item to the committee. She explained and reviewed a handout she received. There are issues with definitions of full professorship, tenure, etc.. There is a district board policy. Both SBVC and CHC have different procedures. We need to do a careful review of the policy to determine the criteria. This is a local process; other community colleges differ in their policies.

**Classified Connection Week:** Rania distributed a handout from last year's event and explained how the planning process took place in previous years. Before there was a subcommittee who would discuss ideas and then bring back to the committee. We need to start meeting before 3/4/19. A survey will go out to classified employees; field responses. Some topic items for this event noted—guided pathways; caring campus; PERS/Social Security workshops.

**Other:** Each member reported out on current issues going on around campus, e.g., open ed summit, 3/29; guided pathways, department/division meetings; black history events in February.

**Next Meeting: March 4, 2019**

**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 3<sup>rd</sup> Mondays, 2:00–3:00)*