

# Professional Development Committee

**MINUTES**  
**APRIL 1, 2019**  
**LA-202**

Committee Members Attended: Elizabeth Banuelos; Jennifer Bjerke; Ana Bojorquez; Jay Danley; Ernest Guillen; Rania Hamdy; Judy Jorgensen; Suzi Mattson; Melinda Moneymaker; Dolores Moreno; Dena Peters; Matthew Robles; James Smith; Christina Torres.  
Guests:

## Agenda

Consent Agenda	3
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 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.

The committee reviewed the agenda items; Jennifer Bjerke motioned to approve the consent agenda, with stipulations per discussion and follow-up on some issues; Melinda Moneymaker 2<sup>nd</sup> the motion. Consent agenda items were approved, pending follow-up of discussion items.

**TENTATIVE APPROVAL of \$495--This is a tentative approval pending Rania Hamdy to follow-up with HR, as HR is sending several staff to the same event, and funding may be available via HR funds.**

Name: Ariana Cano, PT Faculty, Community Studies

Activity: 32<sup>nd</sup> Annual National Conference on Race & Ethnicity (NCORE)

Sponsor: University of Oklahoma

Location: Portland, OR

Dates: May 28-June 1, 2019

Purpose: The purpose of presenting at NCORE is to improve teaching and instructional preparation to gain training that implements affirmation action and maintenance of current academic knowledge. The benefit in presenting at NCORE to the District is recognition of institution and professional development of their instructor.

Costs: Reg: \$425 Trans: -0- Hotel: -0- Meals: -0- TOTAL: \$495 Also presenting at this event.

**TENTATIVE APPROVAL of \$250—pending follow-up to see if additional Perkins funds can be used for this activity.**

Name: Marcia Alfano-Wyatt, FT Faculty, Health Science

Activity: National Alliance for the Mentally Ill (NAMI) California Annual Conference

Sponsor: National Alliance for the Mentally Ill

Location: Newport Beach, CA

Dates: May 31-June 1, 2019

Purpose: To gain updated information about mental illness, treatment, and resources available in Southern CA. The

<p>psychiatric technology students will be more prepared to be competent health care employees when they receive their psychiatric technician license.</p> <p>Costs: Reg: \$225.00 Trans: \$61.32 Hotel: \$202.92 Meals: \$60.00 TOTAL: \$549.24</p>
<p><b>TENTATIVE APPROVAL of \$250—pending follow-up to see if additional Perkins funds can be used for this activity.</b></p> <p>Name: Laura Molle, PT Faculty, Health Science</p> <p>Activity: National Alliance for the Mentally Ill (NAMI) California Annual Conference</p> <p>Sponsor: National Alliance for the Mentally Ill</p> <p>Location: Newport Beach, CA</p> <p>Dates: May 31-June 1, 2019</p> <p>Purpose: To gain updated information about mental illness, treatment, and resources available in Southern CA. The psychiatric technology students will be more prepared to be competent health care employees when they receive their psychiatric technician license.</p> <p>Costs: Reg: \$225.00 Trans: \$61.32 Hotel: \$202.92 Meals: \$60.00 TOTAL: \$549.24</p>
<p><b>Review and Approve Minutes:</b> The minutes of March 18, 2019, were accepted by the committee.</p>
<p><b>Budget Review:</b> Dena Peters gave a status update of the 5200 account. April 15, 2019, is the last day to submit requests to be considered for the 2018-19 fiscal year, as the closing date for all PR submissions established by district is 4/30/19.</p>
<p><b>Professional Development:</b></p> <ul style="list-style-type: none"> <li>Flex Day, 4/9/19, the schedule is out; Rania asked committee members to help promote flex day events. Registration for the STEM event is low—there will be a guest speaker.</li> <li>OER/ZTC Wrap-up—summit on textbook affordability; there was a manager session the same day, which was well attended.</li> </ul>
<p><b>Classified Connection:</b> (Attendees: Rania Hamdy; Ernest Guillen; Dena Peters)</p> <ul style="list-style-type: none"> <li>Judy and Rania to meet with president on 4/8/19 to seek funding sources, looking at the same amount as last year, \$2,500, professional development covered the give-aways.</li> <li>Paint &amp; Sip honorarium, discussion ensued on pay for more funding; order refreshments and supplies.</li> <li>Schedule: Mon, Guest speaker, Caring Campus; Tech Tues; Thurs, two (2) Paint &amp; Sips, with something in between, lunch; karaoke, raffles, need to solidify.</li> <li>Classified Senate will handle the social events; review survey results at next senate meeting; think about new stuff.</li> <li>Rania to plan breakfast; hope to have schedule put together by next PD meeting.</li> </ul>
<p><b>Other:</b></p> <ul style="list-style-type: none"> <li>Committee Member Reports</li> <li>Suzi Mattson: Spotlight event, 5/10/19; debate tournament, 5/2/19.</li> <li>Danny Babin: Foot truck is out now from 11am to 1pm; truck to get new wrap this weekend.</li> <li>Jay Danley: accepting applications for graduation speaker auditions, 4/18/19.</li> <li>Melinda Moneymaker: Agency forum, 4/3/19, 11am to 7 pm, B/100.</li> <li>Ernest Guillen: International film festival; poetry slam; flex day—safe spaces panel; classified senate; connection week.</li> <li>Jennifer Bjerke: Making form easier to submit/website/OER.</li> <li>Dolores Moreno: film festival; matchpoint, book club, 4/26/19.</li> <li>Rania Hamdy: tenure reception, 4/29/19, dessert bar, six faculty this year, anticipate 20 faculty next year; CTA e-vote; CSEA e-vote; flex reports.</li> </ul>
<p>Next Meeting: April 15, 2019</p>
<p><b>Flex &amp; Flex Reports</b></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> </ul>

L-N	Jennifer Bjerke
O-S	Dolores Moreno
T-V	Melinda Moneymaker
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. (1st and 3<sup>rd</sup> Mondays, 2:00–3:00)*