

Professional Development Committee

MINUTES
AUGUST 19, 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; Dany Babin
Guests:

Agenda

Consent Agenda 4

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 2019-2020 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.

APPROVED FOR \$750 per the funding guidelines established by the Professional Development Committee for the 2019-2020 academic year to fund up to \$750 per year per full-time employee.

Name: Sana Massad, FT Faculty, Health Science

Activity: Joint Calif. Organization of Associate Degree Nursing (COADN)/CACN Conference

Sponsor: COADN

Location: San Diego, CA

Dates: October 2-4, 2019

Purpose: This conference is intended to learn about changes in requirements and NCLEX RN Test Updates. It will empower Nursing Department managers with the knowledge to improve the Nursing Program.

Costs: Reg: \$450 Trans: \$124.70/\$50 Hotel: \$675 Meals: \$231 TOTAL: \$1530.70

APPROVED FOR \$704.83 per the funding guidelines established by the Professional Development Committee for the 2019-2020 academic year to fund up to \$750 per year per full-time employee

Name: Michael Gonzales, FT Faculty, Theater

Activity: Live Design International (LDI) 2019 Conference

Sponsor: LDI

Location: Las Vegas, NV

Dates: November 21-24, 2019

Purpose: 1) To learn about up and coming trends in the lighting and sound fields of theatre crafts. To learn how to save money for the auditorium renovation by using new and long lasting equipment. To take classes on the new equipment that we own at SBVC. 2) Purpose to the district will be knowledge and enhance the cost efficiency and improve techniques for the college.

Costs: Reg: -0- Trans: \$122.08 Hotel: \$353.75 Meals: \$230 TOTAL: \$705.83

APPROVED FOR \$750 per the funding guidelines established by the Professional Development Committee for the 2019-2020 academic year to fund up to \$750 per year per full-time employee

Name: James E. Smith, Dean, Research, Planning

Activity: RStudio Conference 2020

Sponsor: RStudio

Location: San Francisco, CA

Dates: January 27-30, 2020

Purpose: Anticipated value of this activity by providing important changes in the R landscape as it applies to data research, provided by some of the best practitioners and speakers in science industry and technology; the benefit to the district is having knowledgeable employees with the most updated skills in new and upcoming technology for data science.

Costs: Reg: \$495 Trans: \$255 Hotel: -0- Meals: -0- TOTAL: \$750

APPROVED FOR \$676.25 per the funding guidelines established by the Professional Development Committee for the 2019-2020 academic year to fund up to \$750 per year per full-time employee

Name: Nori Sogomonian, FT Faculty, Modern Languages

Activity: Avatar Professional Course

Sponsor: Star's Edge International

Location: Orlando, FL

Dates: October 12-18, 2019

Purpose: The value of the activity is engaging and connecting with Spanish speakers from diverse countries and cultures, gaining greater understanding of one another and breaking down stereotypes. The course offers effective personal growth tools addressing attention (how to free it up), will, belief structures, goal setting, forgiveness and personal integrity that is incorporated in life and can share with campus colleagues, as well as becoming a better teacher.

Costs: Reg: \$300 Trans: -0- Hotel: \$376.25 Meals: -0- TOTAL: \$676.25

Review and Approve Minutes--4/15/2019: Minutes from 4/15/19 were accepted as written. Matt Robles motioned to accept the minutes as written; Melinda Moneymaker 2nd the motion. Approved by consensus.

Professional Development Budget Update: Dena Peters reviewed handout of the budget for 2019-2020 and provided update of accounts. There was also handouts of updated information on the 4 Simple Steps to Processing PD Funded Travel/Conference Request, the list of due dates to submit conference requests to the committee, and updated SD-1 Form. Noted updates on meal receipts and board submissions--receipts no longer needed for meals—to be paid per diem and board approval needed for conferences outside of the contiguous United States and/or when estimated travel expenses exceed \$5,000.

Professional Development Activities: Rania Hamdy response item; did not attend meeting.

Flex Day Committee Update: Rania Hamdy response item; did not attend meeting.

Other: James Smith mentioned upcoming campus and community meeting on the next flex day, 9/27/19—topics of discussion are the early impact of AB705 and Guided Pathways. Expect high school district representatives to attend.

Next Meeting: September 16, 2019 (no meeting on 9/2/19—Labor Day Holiday)

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 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 3rd Mondays, 2:00–3:00)

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