

# Professional Development Committee

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

Committee Members Attended: Jay Danley; Rania Hamdy; Suzi Mattson; Melinda Moneymaker; Dena Peters; Matthew Robles.

## Agenda

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### 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 2010-2020 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.

The committee reviewed the consent agenda. Matthew Robles motioned to approve the consent agenda; Melinda Moneymaker 2<sup>nd</sup> the motion. Consent agenda was approved by general consensus.

### **APPROVED for \$238.64 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: Christie Gabriel-Millette, FT Classified, Research and Planning

Activity: RP Group Workshop

Sponsor: Orange Coast College

Location: Costa Mesa, CA

Date: November 19, 2019

Purpose: Gather information regarding research based, actionable models for increased strategic, date-informed decision making at the college and learn strategies to engage others with date more effectively; increase data-informed decision making throughout the college as common practice.

Costs: Reg: \$168.00 Trans: \$70.64 Hotel: -0- Meals: -0- TOTAL: \$238.64

(Note: tracking to date, PD funding including current request is \$351.62; employee entitled to \$750 funding for FY 19-20)

### Additional Information

**Review and Approve Minutes, October 21, 2019:** Minutes were reviewed and approved as written by general consensus.

**Budget Update, Possible funding for PD through CTE Advisory Committee between \$8K-\$12K:** There is funding available for professional development through the Workforce Development grant. Dena to schedule a meeting to discuss this matter in detail.

**Sabbatical Sub-committee:** The Sabbatical subcommittee to meet immediately following Professional Development

committee meeting.

**Committee Member Reports:** The committee members reported around the table of events taking place in their specific areas, e.g., Guided Pathways meeting—student focus group, Great Teachers Retreat, Speech Tournament.

**Other:**

**Next Meeting: November 18, 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 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)*