

# Professional Development Committee

**MINUTES**  
**DECEMBER 2, 2019**  
**LA-202**

Committee Members Attended: Jennifer Bjerke; Ernest Guillen; Rania Hamdy; Judy Jorgensen; Suzi Mattson; Melinda Moneymaker; Dolores Moreno; Dena Peters; Matthew Robles.  
Guests:

## Agenda

Consent Agenda 1

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 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. **Judy Jorgensen motioned** to approve the consent agenda items; **Jennifer Bjerke 2<sup>nd</sup>** the motion. Approved by general consensus.

**APPROVED FOR \$387.73 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: Joanna Oxendine, FT, Manager, Grant Development

Activity: Pre-Application Technical Assistance Workshops for Student Support Services

Sponsor: U.S. Dept. of Education

Location: Los Angeles, CA

Dates: December 5, 2019

Purpose: The purpose of this workshop is to provide technical assistance to and answer questions from those who are planning to submit grant proposals for the USDOE Student Support Services (TRIO) grant. As Valley intends to submit a proposal in order to continue the STAR program, it is important to attend to gain clarity regarding USDOE expectations, as well as find out if DOE priorities for the grant have been established in order to submit the strongest proposal possible.

Costs: Reg: -0- Trans: \$142.80; Hotel: \$168.93 Meals: \$76 TOTAL: \$387.73

**Review and Approve Minutes, November 4, 2019: minutes not available.**

**Budget Update:**

**Upcoming Events:**

- Dr. Maulana Karenga—This is a 2<sup>nd</sup> time guest speaker, 12/13/19, student/community event opened to both faculty and staff. Subject topic is equity and multiculturalism. Registration is limited, need to RSVP.

• **Committee Member Reports:**

- Mike Robles—Guided Pathways and website development, looking at a 02/01/2020 due date to launch.
- Judy Jorgensen—developing a new certificate program.
- Dolores Moreno—Poetry reading, book reviews
- Melinda MoneyMaker—Career pathways, new curriculum for fall 2020; new partnership with Chaffey for prison inmates; clothing drive.
- Jennifer Bjerke—MESA workshops, new supplemental instructors to start in January 2020; trip to Space@ in April; working on an OER grant.
- Ernie Guillen—classified connection committee liaison, planning timeblocks; last meeting for the arts.
- Suzie Matson—speed tournament

**Other:**

- Flex Day, 01/09/2020—tentative schedule review, accreditation forum; SchoolsFirst, to name a few on the schedule.

Next Meeting: February 2, 2020

**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. (1<sup>st</sup> and 3<sup>rd</sup> Mondays, 2:00–3:00)*