

Professional Development Committee

MINUTES

APRIL 6, 2020

Zoom Conference,

<https://cccconfer.zoom.us/j/993146885>

Committee Members Attended Ernest Guillen; Rania Hamdy; Suzi Mattson; Melinda Moneymaker; Dena Peters; James Smith; Beth Larivee.
Guests:

Agenda

Consent Agenda 0

Other Business 5

Consent Agenda:

Review and Approve Minutes—No Available

New Work Environment: Rania asked committee members to share how things are going with the new work environment, working from home, meetings in Zoom. Comments ranged on the following topics: Polls in Zoom; Google Meets for classroom; all travel suspended—**Suzie Mattson motioned** to approve to suspend all travel requests that may come to the committee; Beth Larivee 2nd the motion; motion approved by general consensus.

Budget: Rania said we have depleted funding for conference activity/travel for 2019-20; she was going to request additional funding from the president, but with the recent changes and no travel, no need for additional funding. Dena had a question on Classified Connection Week, and Rania said she is meeting with the president next week, but for now this event is on hold till fall semester.

Professional Development:

- Flex Day—April 8, is still scheduled to take place. There are several technology workshops, e.g., Adobe, electronic signatures, Office 365, library reference materials, accreditation forum. Rania asked for all participating in the Zoom sessions to register via the registration links provided.
- Discussion ensued on technology challenged faculty; Rania mentioned that there is a live chat, virtual room with Rhainnon Lares from TESS for assistance. She noted that next Sunday this virtual help will expire. Rania has been helping with training also. The plan is to ramp up faculty training in the summertime. Further discussion ensued on classes held online and on campus.

Flex Committee: Discussion ensued on flex credit submissions and professional development.

Other: Discussion ensued on the professional development funding that was supposed to come from the Strong Workforce grant. James proposed to hold a meeting as soon as possible with the key people involved to find a way to repurpose the funding for future use. Dena to set up the meeting to include James, Melinda Moneymaker, Alejandra Campos, Patti Quach, and Rania Hamdy.

Next Meeting: April 20, 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. (1st and 3rd Mondays, 2:00–3:00)*