

Professional Development Committee

MINUTES
AUGUST 17, 2020
Via Zoom Link

Committee Members Attended: Ana Bojorquez; Ernest Guillen; Rania Hamdy; Dolores Moreno; Dena Peters; Matthew Robles; James Smith; Johnny Robert; Beth Larivee.

Agenda

Consent Agenda 0

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.

Review and Approve Minutes

N/A

Budget Review

Dena Peters reviewed the budget with the committee. Discussion ensued on PD funds. Dr. Smith to check with Scott Stark on funding on any carryover funds.

Policy/Deadline Date/Processes Review

Dena Peters reviewed the deadline dates to submit requests to committee and the updated four-steps to submit a request. This information goes out to the campus the week prior to committee meetings.

Campus and Community Event, September 23, 2020

Dr. Smith reviewed the details of the upcoming annual event, this time it is virtual. The event to focus on asset mapping. A flyer has gone out to the campus and community members. There will be breakout rooms and we will look for facilitators. This event will take place after work hours. There is a link to register for the event.

Other

- **Classified Connection:** Ernest Guillen is the lead for the planning committee—we are not designating a week to have this event but will have sprinkled throughout the academic year. These activities will be open to all district employees. We have had several open forums with the district police chief, HR, and with mental health staff—these forums were well attended, overall success on the new way of providing classified professional development. Rania Hamdy and Ernest working together to develop more classified-related PD activities.
- **Committee Member Reports:** The committee members reported out on the various activities going on in their specific areas, e.g., Arts & Lectures events; Guided Pathways; CTE hired staff; Disabled Staff Center; CTE student tracking; accreditation virtual visit, Oct, 12-15, 2020; AB705; Vision Resource Center Portal.

Next Meeting: ~~September 7, 2020~~–September 21, 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)*