

Professional Development Committee

MINUTES
SEPTEMBER 21, 2020
Via Zoom Link

Committee Members Attended Jay Danley; Rania Hamdy; Suzi Mattson; Melinda Moneymaker; Dolores Moreno; Dena Peters; Matthew Robles; James Smith; Christina Torres; Johnny Roberts.
Guests: Maritza Portillo; Carmen Rodriguez

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 2020-2021 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 discussed current processes on conference activities. The committee is still accepting conference requests to be funded, must be virtual events. There are no per diem, hotel, meals to cover during the shutdown, remote working due to COVID-19.

APPROVED for \$65.00 funding for conference and seminars up to \$750 per year per full-time employee for professional development for the 2020-2021 academic year per the guidelines outlined by the committee.

Name: Ray Carlos, FT, Manager

Activity: NASPA Western Regional Conference

Sponsor: NASPA, Student Affairs Administrators in Higher Education

Location: Virtual

Dates: November 10-13, 2020

Purpose: The purpose of this event is professional development on critical topics in higher education. The value will be to bring information back to the current work groups under the Equity, Inclusion and Anti-Black Racism task force by examining critical topics such as Black Lives Matter, the national elections, pandemic, remote responsiveness and more.

Costs: Reg: \$65 . . . Total Cost: \$65

Review and Approve Minutes

N/A

Budget Review

Dena Peters provided an update on the budget.

Policy/Deadline Dates/Processes Review

Dena Peters provided an update on the information, per discussion from the last meeting. There are updates due to the way we are working today during COVID-19 shutdown.

Campus and Community Event, September 23, 2020

As of 9/18/2020, there were 81 registrations. Report out on number of people signed up to attend this event.

Other

- Accreditation—Taking place Oct. 12-15, virtual and on-campus. Dr. Smith reviewed the committee mission in relation to the strategic plan and goals, and topics to prepare to discuss should committee members get selected for an interview by the visiting team.
- Committee Member Reports—Committee members reports on the various activities taking place in their specific areas, e.g., student services, late-start classes; DSPTS awareness, Oct. 6 virtual event; new dean for Applied Technology, safety issues; Phinneas publication not coming out this spring; athletics season to open in spring; human services theater production, What About Tomorrow, on recovery, Red Ribbon Week; student life, IDs out, pantry/food truck open via Presence app; new work group, Equity, Inclusion and Diversity work group, all invited to participate.

Next Meeting: **October 5, 2020**

Flex & Flex Reports

- A-C Jay Danley
D-G Elizabeth Banuelos/Suzi Mattson
H-K Matthew Robles
L-N ~~Jennifer Djerke~~
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)*