

Professional Development Committee

MINUTES

MONDAY, NOVEMBER 16, 2020

VIA ZOOM LINK,

<https://cccconfer.zoom.us/j/906444219>

Committee Members Attended Jay Danley; Ernest Guillen; Rania Hamdy; Suzi Mattson; Melinda Moneymaker; Dena Peters; James Smith; Johnny Roberts; Elizabeth Larivee; Carmen Rodriguez.
Guests: John Feist

Agenda

Consent Agenda 1

Other Business 4

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 reviewed the consent agenda. Ernest Guillen motioned to approve the consent agenda; Beth Larivee 2nd the motion. The consent agenda was approved by general consensus.

APPROVED for \$195 professional development funding for employee to attend activity per the guidelines approved by the committee for adjunct employees to fund up to \$250 per year for professional development.

Name: Zagd Khylian, Faculty/Humanities

Activity: International Society for Technology and Education (ISTE) 2020 LIVE

Sponsor: International Society for Technology and Education (ISTE)

Dates: Nov. 29 to Dec. 5, 2020

Location: Live/Online

Purpose: To familiarize myself with today's educational technology in order to become more knowledgeable and apply that information in my weekly teaching at SBVC.

Costs: Reg: \$195 Trans: -0- Hotel: -0- Meals: -0- TOTAL: \$195

Review and Approve Minutes--November 2, 2020: Susie Mattson motioned to approve the minutes from Nov. 2; Melinda Moneymaker 2nd the motion. Minutes approved by general consensus.

Professional Development—Equity in Hiring Forums: Rania Hamdy provided information on a recent equity and hiring forum held in conjunction with Guided Pathways and human resources. We will be doing three more of these forums, and this revolves around AP 7210, which is up for review, and is about full-time faculty hiring. This is more about equity in hiring in general. The AP is tied to faculty, but the way that we do our job announcements we know there are a lot of inequities. The more feedback we can get, the better and everybody sees it through different lenses, everyone's experience is different. The better informed HR is, the Vice Chancellor of HR co-leading, she's getting

feedback directly and already implementing some changes. For example, the transcripts that were required to be sent to HR had to be official transcript, which, as we know, cost around \$20-25 per agencies and/or community colleges. When you apply for a job, you can just send unofficial transcripts for free. What if you do not get called for an interview? What if you are applying to 100 different positions? A change has been made to only require unofficial transcripts when you are applying for a job. This is movement towards equity. We encourage all to attend a forum. There is one coming up soon.

Committee Reports: Committee member topics reported on committee reports—helping staff during COVID-19; campus clubs; donations; volunteers; scholarship application period; CTE meeting with new dean; program review and needs assessment/efficacy and EMP data sheets; district strategic plan, environmental scan—find and track student graduates, jobs in the field; DSPS help with student registrations; Cranium Café; people want information; get feedback from committee.

Other:

Flex Day on January 21: Rania said there will be workshops set up for the flex day. Susie Mattson brought up discussion on credit for work experience and does SBVC have this type of course available? More to follow and research on this topic.

Opening Day Guest Speaker: Rania highlighted special guest speaker for Opening Day, the Executive Director of the UMOJA program

Next Meeting: December 7, 2020

Flex & Flex Reports

- A-C Jay Danley
- D-G Vacant/Suzi Mattson
- H-K Matthew Robles
- L-N Vacant
- O-S Dolores Moreno
- T-V Melinda Moneymaker
- W-Z Christina Torres

*Committee updated Fall 2019, 10/5/2020

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)