

Professional Development Committee

MINUTES

MAY 3, 2021 – PLANNING MEETING

Via Zoom Link, <https://cccconfer.zoom.us/j/993146885>

Committee Members Attended Ernest Guillen; Rania Hamdy; Dolores Moreno; Dena Peters; Matthew Robles; Elizabeth Larivee; Carmen Rodriguez.
Guests:

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 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 a maximum of \$500 per year for professional development during COVID-19 remote working from home.**

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.

**Updated 3/1/2021

Additional Information

Review and Approve Minutes: Minutes from April 19, 2021, were not available. Tabled to next meeting.

Final Stress Solutions for Spring: The last session for the Stress Oasis Solutions for spring is May 14. A new TAO app will be rolled out from Students Services, available to faculty and staff.

Summer Workshops: Rania working to create workshops geared to classified staff for the summer. Dena brought up the possibility of bring back the Arthur Murray Dance classes in the future. PD looking at a walking club as well.

Full Convocation: Rania will be working during the summer to create online workshops for Convocation Week.

Overall Business:

- Rania will be working on professional develop in the summer.
- **Rania proposed to cancel the last scheduled meeting in May, the last meeting of the academic year. Ernest Guillen motioned to approve; Beth Larivee 2nd the motion. Meeting on the third Monday in May is canceled.**

Committee Reports: Committee members shared things going on in their specific areas, and campus activities happening as we wind down the academic year. Ernie Guillen recognized Rania for taking charge of professional development and getting things accomplished—kudos to Rania!

Next Meeting: **No meetings until fall 2021, dates to be determined.**

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)*

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