

# Professional Development Committee

## MINUTES

OCTOBER 4, 2021

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

Committee Members Attended: Ana Bojorquez; Jay Danley; Ernest Guillen; Rania Hamdy; Suzi Mattson; Melinda MoneyMaker; Dolores Moreno; Joanna Oxendine; Dena Peters; Matthew Robles; Christina Torres; Johnny Roberts; Elizabeth Larivee; Carmen Rodriguez.  
Guests:

### Agenda

Consent Agenda 2

Other Business 3

#### 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 \$1,000 per year per full-time employee** for professional development for the 2021-2022 academic year.\*

A maximum of **\$1,500 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 10/4/21

The committee reviewed and approved the consent agenda.

Dena Peters proposed to increase the funding amounts for full-time employees to \$1,000 until further review. She made the motion to approve this proposal; Ana Bojorquez 2<sup>nd</sup> the motion. Motion approved by unanimous decision and to be updated in the Guidelines outlined above.

**APPROVED FOR \$984.34** of professional development funds per the guidelines outlined above for full-time employees for the 2021-2022 academic year.

#### **Name: Yolanda Simental, Faculty/Nursing**

Activity: COADN Joint Fall Conference, Resilience, Reflection, Reimagination

Sponsor: California Organization of Associate Degree Nursing (COADN)

Dates: Oct. 13-15, 2021

Location: Newport Beach, CA

Purpose: COADN Conference offers guidance and education for nursing directors, updates from BRN and opportunity for networking with other colleges.

Costs: Reg: \$425.00 Trans: -0- Hotel: \$559.34 Meals: -0- TOTAL: \$984.34

**APPROVED FOR \$1,000.00** of professional development funds per the guidelines outlined above for full-time

employees for the 2021-2022 academic year.

**Name: David Martin, Faculty/Math**

Activity: APS DFD Annual Meeting 2021

Sponsor: American Physics Society Division of Fluid Dynamics (APSDFD)

Dates: Nov. 21-23, 2021

Location: Phoenix, AZ

Purpose: Maintaining currency in the field.

Costs: Reg: \$570.00 Trans: \$368.00 Hotel: \$450.27 Meals: \$304.00 TOTAL: \$1,692.27

Review and Approve Minutes--September 20- 2021: Minutes approved by general consensus.

Campus & Community Meeting, Oct. 6, 2021: Dena Peters briefed the committee on this event. Approximately 85 people attend the virtual event. There was good discussion and dialogue among the campus and community members regarding moving forwards and building towards a better future.

Secretary Training for Conference Requests (Dena): Dena Peters did a training session during the quarterly secretaries meeting, in particular, highlighting submission of conference requests for funding, research request forms, and EMP data sheets.

Other

- Rania proposed to set a date for the committee to brainstorm the subject of people who interact with people. This is for all staff and faculty. Looking at the end of October. There is a Nov. 4, 1:00 p.m., event, How to Connect with Students. Save the date workshop.
- Committee Member Reports: Each committee member reported out highlights in their departments.

Next Meeting: **October 18, 2021**

*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 3<sup>rd</sup> Mondays, 2:00–3:00)*