

**AGENDA**

**Professional Development Committee**

**Wednesday, October 21, 2015, 2:30PM-4:00PM in A138**

Charter: The Professional Development Committee makes recommendations on the direction of professional development activities for full-time and part-time faculty and staff, including:

* Plan, implement, and assess Fall and Spring faculty Professional Development (FLEX) Program activities
* Plan, implement, and assess classified staff professional development opportunities
* Coordinate, promote, and assess college-wide professional development activities
* Evaluate applications and award professional development funds to full-time faculty; funds to be considered are limited to those monies identified in the AFT Collective Bargaining Agreement
* Evaluate applications and award other funds provided to the professional development committee

**MEMBERSHIP/ATTENDANCE**

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|  | **MEMBER** | **Attendance** |  | **MEMBER** | **Attendance** |
| **Co-Chair Dean** | Amanuel Gebru |  | **Co-Chair Faculty** | Nenagh Brown |  |
| **Co-Chair Classified** | April Doud |  | **Dean** | Jennifer Kalfsbeek |  |
| **Languages and Learning Resources** | Judith Ramos  Beth Gillis-Smith |  | **Performing Arts and Student Life** | Giselle Ramirez  Steve Doyle  Alt: Beth Megill |  |
| **Mathematics**  **and Physical Sciences** | Brendan Purdy |  | **Athletics, Arts, and Institutional Effectiveness** | Tracie Kephart  Svetlana Kasalovic  Alt: Joanna Miller |  |
| **Behavioral and Social Sciences** | Patty Colman  Ray Zhang |  | **Business, Science, and Child Development** | Mary Mills  Vince Crisostomo |  |
| **Enrollment Services, Health and Life Sciences** | Argie Clifford  Rachel Messinger |  | **Classified** | Gilbert Downs  Elizabeth Salas  Alt: Yolanda Navarro |  |
| **Instructional Technology** | Tracie Bosket |  | **AFT Rep** | To be announced |  |
| **Student Rep** | Julie Gonzalez |  | **GUESTS** |  |  |

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| **AGENDA ITEM** | **ACTION** |
| **CALL TO ORDER AND READING OF MINUTES** |  |
| 1. Call to order  2. Public comments  3. Approval of minutes  09/16/15 (attachment) |  |
| **PROFESSIONAL DEVELOPMENT EXERCISE** |  |
| 1. Mindfulness Training (Allison Barton) |  |
| **PREVIOUS BUSINESS** |  |
| 1. Planning for Spring PD Days  2. Faculty Handbook update: Teaching Tips  (attachment)  3. PD survey |  |
| **NEW BUSINESS** |  |
| 1. Report from PD visit to College of the Canyons  (attachment)  2. Classified PD funding | 1.  2. No money coming from the State for Classified PD.  Classified staff are included in FLEX but now needs to be  in contracts to ensure recognition. |
| **REPORTS** |  |
| Professional Development Assessments  1. January PD program  2. Emergency Preparedness presentation  3. Fall PD Week | Reports pending. |
| Faculty Travel Funding Workgroup  1. FT funds expended and remaining  2. PT funds expended and remaining | Report:  1. FT: $4,800 expended in September  2. PT: $0 remaining |
| Classified Workgroup | Report:  District orientation and training plan proposed to DAC.  MC employee orientation and creation of classified  handbook proposed to pres, to start Jan 2016.  Survey to be sent out to CS to narrow dates for office/  service closure to allow for group CS PD activities. |
| Technology Workgroup | Report:  New title of series: “Steal an Idea”  Coordinator: IT - Tracie Bosket  Nov12 (2:30?): Texting/Remind for classroom use |
| Kudos | Report:  No kudos recommendations received. |
| **ANNOUNCEMENTS** |  |
| 1. October 29 & 30:  Equity data training sessions for each division facilitated by Drs. Frank Harris and Luke Wood of San Deigo State University |  |
| **NEXT MEETINGS** |  |
| 10/21/15  11/18/15 | 01/20/16  02/17/16  03/16/16  04/20/16 |
| **Adjournment** |  |