

MOORPARK COLLEGE

Professional Development Committee

Charge: 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 Professional Development Program activities

\*Plan, implement, and assess year-round professional development opportunities

\*Evaluate applications and award professional development funds to full and part-time faculty; funds to be considered are

limited to those monies identified in the AFT Collective Bargaining Agreement

**GOALS, 2014-2015**

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| **CHARGE** | **GOALS** | **PROGESS & ACCOMPLISHMENTS** |
| Make recommendations on the direction of professional development activities for full-time and part-time faculty and staff | Continue to expand and maintain the online professional development calendar to cover all professional development events on campus and further afield for our college community  Encourage other professional development producers on campus to coordinate for the promotion of all trainings  Investigate options for an online repository for campus-wide professional development resources that is easily accessible; if possible create such a repository and set up system to maintain it  Reconsider the membership and charge of the Committee in response to new state legislation | Online calendar expanded to include PD events put on by other campus groups (math and English, Basic Skills, DE Cttee, Year Of, etc.) as well as events at CSUCI  During Spring semester PD Calendar sent out monthly to all campus community via pdf document and electronic link  PD calendar now includes most PD events across campus (see above)  Recommendation made to broaden charge of PD Cttee to include “coordinate” campus PD events  Request for recording made to most speakers during year; several recordings of keynote and TechEd presentations made.  District approved recording release accessed and used. Online repository currently being set up to access recordings on PD website.  Classified Senate invited to appoint three members of classified staff to attend Cttee initially as unofficial members; attended meetings from the Fall semester and participated fully in the work of the cttee  Recommendations made to update charge and membership of Cttee in Mkg Decisions doc for 2015-16 including:  Adding Classified co-chair  Adding 2 other Classified positions on the committee  Discussions held on faculty membership of Cttee, including option of making it by division rather than by department |
| Plan, implement, and assess Fall Professional Development Program activities | Framework of Fall Professional Development Program by end of Spring semester  Plan to make and post records of Program events for distribution among the campus community | Updated goal: establish framework of Fall PD week and invite keynote speakers by end of Spring semester  Recordings of PD events initiated Spring semester; see above |
| Plan, implement, and assess year-round professional development opportunities | Create, market, implement, and assess professional development opportunities appropriate to all employees  Support state and college initiatives such as 3SP, Student Equity, and Distance Education by providing training and informational opportunities as appropriate  Continue technology training services for both faculty and classified staff  Continue to assess faculty and classified professional development needs on a regular basis and develop training opportunities to address assessed needs. | Many campus-wide PD events offered outside the Fall PD week, in January, March and April. See attached list. All members of the community invited to come; all presentations were attended by varied sections of the community. For first time campus closed for one morning to allow Classified staff to attend Emergency Preparedness training.    With 3SP and Equity funding many of these campus -wide events were themed on student success and equity. See attached list.  A full range of TechEd and DE training sessions were offered over the year, including some initiated by the Distance Ed Advisory Committee. See attached list.  Although assessments were completed for all PD events, due to a lack of institutional research staff few have been processed for review. |
| Evaluate applications and award professional development funds to full and part-time faculty; funds to be considered are limited to those monies identified in the AFT Collective Bargaining Agreement | Administer dispersal of travel funds fairly and efficiently  Investigate the possibility of increasing the funds for both full-time and part-time faculty  Evaluate the procedures of the Faculty Travel Funding Workgroup for possible improvements for the 2015-16 year | Over the year the Travel Fund Workgroup gave out 36 awards to full time faculty totaling $15,525, as well as 6 to part-time faculty totaling $3000.  Part time funds were used up by the end of the Fall semester; further funding for the year was requested but could not be provided. For 2015-16 $6000 has been requested for part time faculty travel funds.  For full time faculty the Cttee has recommended that the maximum amount that can be applied for in 2015-16 be raised from $500 to $600, as well as the remaining full time funds to be rolled –over.  The travel forms for both full and part time faculty have been simplified.  The option, for full time faculty, to request up to $100 without going through the Travel Fund Workgroup has been made available on the PD website. |