MOORPARK COLLEGE
Professional Development Committee
Charge: The Professional Development Committee makes recommendations on the direction of professional development activities f or 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

GOALS, 2015-2016

CHARGE	GOALS	PROGRESS AND ACCOMPLISHMENTS
Plan, implement, and assess Fall and Spring faculty Professional Development (FLEX) Program activities	1) Focus professional development events to strengthen best practices towards Student Success and Equity across our campus, ensuring the inclusion of the following: • All categories of faculty: instructional, counseling, other faculty student service personnel • Both full-time and part-time faculty • Faculty from all disciplines • Trainings on needs of groups of students such as veterans, EOPS, first-generation, ACCESS, re-entry students, etc. 2) Provide opportunities for faculty to understand Student Success and Equity data and how to use it towards supporting our students.	1) Focused throughout year on student success and equity with keynote presentations such as: • 'Equity for Student Success', Harris and Wood (Aug '15) • 'All Talk, No Action', Foster and Bush (Jan '16) • 'Diversity in Hiring', Nguyen, Jan '16 • 'The Neuroscience of Decision-Making', Papillon (Jan '16) Encouraged attendance from all disciplines and from part-time faculty by using division meetings for workshops: • 'Root Causes of Inequity', Harris and Wood (Oct '15) • Equity Day of Action and Assessment (Mar '16) Provided workshops on special student groups: • Students with mental illnesses, 'Beating the Odds', Balter (Aug '15) • Veterans, 'Bridging the Gap', Jimenez (Mar '16) • ACCESS and all students, 'Accessibility Online', Miller et al., (Mar '16) • LGBTQ population, Safe Zone trainings (3 in Spring, '16) 2) Provided and trained use of new data for equity and student success in two series of division workshops: • 'Root Causes of Inequality' • 'Equity Day of Action and Assessment'

	3) Offer opportunities to learn from Student Success and Equity achievements of other institutions, both through on-site visits and by inviting guest speakers to Moorpark College.	3) See keynote presentations above.
	4) Provide trainings to keep faculty up to date with advancing technology, both in and without the classroom.	4) Trainings provided over FLEX days: • 'Humanizing Online Learning', Pacansky-Brock (Jan '16) • 'Accessibility Online' (above) 'Steal an Idea' series on REMIND, Socrative, Twitter, classroom trailers Weekly online teaching and learning tips to all DE instructors
	5) Maximize attendance at FLEX activities by planning and finalizing all activities for Fall and Spring before the final exam week of the preceding semester.	5) Achieved for January FLEX days; planning underway for August FLEX week.
	6) Continue to assess other faculty professional development needs on a regular basis and develop training opportunities to address assessed needs.	6) All FLEX events assessed by attendees. PD survey sent out online to all faculty and all classified, Feb '16. Summary reports discussed for lessons learnt in Committee; information used for Mar and Aug '16 FLEX.
Plan, implement, and assess classified staff professional development opportunities	7) Focus professional development events to strengthen best practices towards Student Success and Equity across campus, ensuring the inclusion of all categories of classified employees from all departments.	7) Classified invited and encouraged to attend all FLEX events throughout year, but topics not always believed to be of relevance to classified.
	8) Provide opportunities for classified employees to understand Student Success and Equity data and how to use it towards supporting our students.	8) Mar '16 afternoon events included workshops of broader appeal (veterans, Safe Zone training, Accessibility Online).
	9) Continue supporting the inclusion of classified employees in all professional development events across campus.	9) Classified survey created and implemented to learn more about how to increase staff participation in PD events.
	10) Assess classified professional development needs on a regular basis and develop training opportunities to address assessed needs.	10) New Classified Orientation and Handbook created and implemented over the year.
Coordinate, promote, and assess college-wide professional development activities	11) Coordinate with other professional development groups in the following ways in order to promote, assess, and record all trainings across campus: • Maintain and expand the online professional development calendar to cover all activities on campus and further afield for our college community • Develop searchable resources of available professional development presentations that could be promoted across campus • 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.	11) Increased coordination with other PD groups; goal to be continued into next year: • Pilot program initiated to update PD website and calendar within DE department • Creation of pilot pages to include repositories for recordings of PD presentations and PD resources. • Discussion in Committee of online PD tracking option; varied responses so tabled as future goal. • Participated in Academic Senate workgroup on campus hour in Fall '15; discussion tabled until more propitious time

	• Investigate adoption of tracking for professional development participation online across all groups on campus. • Contribute to campus discussion of a possible "campus hour"	
	12) Coordinate with the Standing Committees to ensure professional development is in line with their goals for the college, particularly the new Distance Education Committee and the Student Success and Equity Committee.	12) Coordinated professional development with DE and SS&E Committees by having overlapping membership.
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	13) Administer dispersal of travel funds fairly and efficiently.	13) Emphasis by Faculty Travel Fund Workgroup on timeliness and fairness, based on first-come, first-served process. Due to increase in maximum amount allowed by full-time faculty from $500 to $600 all funds successfully dispersed this year.
	14) Investigate the possibility of increasing the funds for full-time faculty.	14) In the absence of further monies the Workgroup has referred travel requests to other funding sources as appropriate, especially Equity, Student Success, and CTEA funds.
	15) Evaluate the procedures of the Faculty Travel Funding Workgroup for possible improvements for the 2016-17 year.	15) The Workgroup has looked over the application forms, processes, and amounts allowed for 2016-17 and have recommended one change in wording to ensure applications received in timely manner.
Evaluate applications and award other funds provided to the professional development committee	16) Consider options for funding classified employees to attend professional development events and conferences.	16) State funding for classified professional development not yet available, as hoped for in AB 2558.
	17) Investigate the possibility of increasing the funds for part-time faculty.	17) $3,000 fund for part-time faculty PD finished in Oct '15; Committee requested more funds but not available this year.