



**Agenda**  
**Professional Development Committee**  
**January 16, 2018**

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

**Moorpark College Mission Statement:** *With a "students first" philosophy, Moorpark College empowers its diverse community of learners to complete their goals for academic transfer, basic skills, and career technical education. Moorpark College integrates instruction and student services, collaborates with industry and educational partners, and promotes a global perspective.*

**MEMBERSHIP/ATTENDANCE**

POSITION	MEMBER	ATTEND	POSITION	MEMBER	ATTEND
Co-Chair Dean	Karen Rothstein		Dean	Jennifer Kalfsbeek	
Co-Chair Classified	Gilbert Downs		AFT Rep		
Co-Chair Faculty	Lee Ballestero		Student Rep		
PD Coordinator	Brian Burns		Classified	Matthew Spinneberg	
Instructional Design Technologist	Tracie Bosket				
Languages and Learning Resources	Tracy Tennenhouse				
	Perry Bennett				
	Tracy Tennenhouse/Beth Gillis-Smith (Alt)		GUESTS		
Physical Science & Career Ed	Farisa Morales				
	Brian Swartz				
Behavioral and Social Sciences	Elisa Setmire				
	Rex Edwards/Ray Zhang (Alt)				
Arts, Media, & Comm Studies	Beth Megill				
	Allison Bowman				
Bus, Child Dev, & Student Engage	Perry Martin				
	Samantha Zaldivar/Jodi Dickey		Health, Athletics, ACCESS, Math		
EATM, Health and Life Sciences	Argie Clifford				
	Jamee Maxey-D'Angelo				

*In accordance with the Ralph M. Brown Act and SB 75, minutes of the Moorpark College Professional Development Committee will record the votes of all members as follows: (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.*

AGENDA ITEM	ACTION
<b>CALL TO ORDER AND READING OF MINUTES</b>	
1. Call to order 2. Public comments 3. Approval of minutes: 11/28/18	

<b>PREVIOUS BUSINESS</b>	
1. Proposal to request Classified Staff Professional Development Funds (Gilbert)	
<b>NEW BUSINESS</b>	
1. Report out (if needed): <ul style="list-style-type: none"> <li>• <b>New Faculty Handbook</b> (Fall)</li> <li>• <b>Theme Development</b> (Fall &amp; Spring) Outcome: identify three events in fall and three events in the spring that support the chosen theme. Responsibilities include identifying speakers or facilitators, collecting materials/handouts for the event.</li> <li>• <b>Professional Development Days</b> (Fall &amp; Spring—Jan. 4<sup>th</sup>, April 25<sup>th</sup> and 26<sup>th</sup>) Outcome: Develop a schedule of events, identify speakers or facilitators, collect materials/handouts for the events. Assist with day of logistics.</li> </ul> 2. April Flex ideas 3. Fall flex survey 4. Logo approval and brief description 5. January flex feedback (if time)	
<b>REPORTS</b>	
<u>Professional Conference Leave/Professional Development Activity Workgroup Update</u>	
<u>PD Coordinator Report</u>	
<u>Classified Report</u>	
<u>Kudos Report</u>	
<b>ANNOUNCEMENTS</b>	
<b>MEETINGS</b>	
AY 2018-2019 Meetings: <del>Sept. 19<sup>th</sup>, Oct. 17<sup>th</sup>, Nov. 21<sup>st</sup></del> Jan. 16 <sup>th</sup> , Feb. 20 <sup>th</sup> , March 20 <sup>th</sup> , April 17 <sup>th</sup>	
<b>Adjournment</b>	