



**Agenda**  
**Professional Development Committee**  
**October 17, 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
<b>Co-Chair Dean</b>	Karen Rothstein		<b>Dean</b>	Jennifer Kalfsbeek	
<b>Co-Chair Classified</b>	Gilbert Downs		<b>AFT Rep</b>		
<b>Co-Chair Faculty</b>	Lee Ballestero		<b>Student Rep</b>		
<b>PD Coordinator</b>	Brian Burns		<b>Classified</b>	Matthew Spinneberg	
<b>Instructional Technology</b>	Tracie Bosket				
<b>Languages and Learning Resources</b>	Tracy Tennenhouse				
	Perry Bennett				
	Tracy Tennenhouse/Beth Gillis-Smith (Alt)		<b>GUESTS</b>		
<b>Physical Science &amp; Career Ed</b>	Brian Swartz/Farisa Morales (Alt)				
<b>Behavioral and Social Sciences</b>	Elisa Setmire				
	Rex Edwards/Ray Zhang (Alt)				
<b>Arts, Media, &amp; Comm Studies</b>					
<b>Bus, Child Dev, &amp; Student Engage</b>	Perry Martin				
	Samantha Zaldivar/Jodi Dickey		<b>Health, Athletics, ACCESS, Math</b>		
	Argie Clifford				
<b>EATM, Health and Life Sciences</b>	Jamee Maxley-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: 9/19/18	
<b>PREVIOUS BUSINESS</b>	

1. Goals for 2018-2019 2. Theme for year (workgroup)	
<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. Committee membership change proposal  3. Closing the loop on professional development activities-both funded and unfunded (if time) <ul style="list-style-type: none"> <li>• Poster session during Fall Flex</li> </ul> 4. Advertising PD opportunities (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></del> , Oct. 17 <sup>th</sup> , Nov. 21 <sup>st</sup> Jan. 16 <sup>th</sup> , Feb. 20 <sup>th</sup> , March 20 <sup>th</sup> , April 17 <sup>th</sup>	
<b>Adjournment</b>	