

**Minutes**

**Professional Development Committee**

**September 20, 2017**

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** | Helga Winkler | **X** | **Dean** | Jennifer Kalfsbeek | **X** |
| **Co-Chair Classified** | Linda Resendiz |  | **AFT Rep** | VACANT |  |
| **Co-Chair Faculty** | Lee Ballestero | **X** | **Student Rep** |  |  |
| **PD Coordinator** | Brian Burns | **X** | **Classified** | Matthew Spinneberg | **X** |
| **Instructional Technology** | Tracie Bosket | **X** |  |  |  |
| **Languages and Learning Resources** | Tracy Tennenhouse |  |  |  |  |
| Perry Bennett |  |  |  |  |
| Beth Gillis-Smith (Alt) |  | **GUESTS** | Perry Martin | **X** |
| **Mathematics**  **and Physical Sciences** | Tom Ogimachi | **X** |  | Tammy Coleman | **X** |
| Farisa Morales/Brian Swartz | **X/X** |  |  |  |
| **Behavioral and Social Sciences** | Elisa Setmire | **X** |  |  |  |
| Rex Edwards | **X** |  |  |  |
| **Arts & Communications** | Joanna Miller |  | **EATM, Health and Life Sciences** | Argie Clifford |  |
|  |  |  | Jamee Maxey (Alt) | **X** |
| **Business Administration, Child Development, & Student Engagement** | Mary Mills | **X** |  | Yana Bernatavichute (Alt) |  |
| Samantha Zaldivar | **X** |  |  |  |
| **Athletics and Institutional Effectiveness** | VACANT |  |  |  |  |
|  |  |  |

*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.*

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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: 4/19/17; 8/16/17 | 1. 2:35  2. None  3. Motion to approve as amended 4/19/17-Mary-first, Elisa-second.  Abstentions-Farisa, Jaimee, Brian  Motion to approve as amended 8/16/17- Mary-first, Rex-second.  Abstentions-Jennifer, Elisa, Jaime, Farisa, Tom |
| **PREVIOUS BUSINESS** |  |
|  |  |
| **NEW BUSINESS** |  |
| 1. Confirm membership 2. Approve 2017-2018 Goals 3. Volunteers needed to summarize Fall Flex comments 4. Discuss January Flex ideas (1/4 & 1/5) 5. April Flex (4/26 &4/27)-Guided Pathways | 1. Introduced new members and confirmed  2. Discussed goals-added/revised the draft. Committee voted to approve the Goals. First-Farisa; Second-Jaime. Committee unanimously approved.  3. Traci, Matthew, Elisa volunteered  4. Ideas for January flex:  - Tamara C. (English) presented information about The Democracy Commitment organization. She talked about her work with the organization and discussed the option for Moorpark College to become a member. The organization offers speakers and workshops to bring civic engagement for our students into the classroom.  -Goal Ball game (Matthew)  -Asked committee to come back with additional ideas for flex in January  5. Rob Johnstone is expected to return for one of the April flex days. |
| **REPORTS** |  |
| Faculty Travel Funding Workgroup Update |  |
| PD Coordinator Report |  |
| Classified Report |  |
| Kudos Report |  |
| **ANNOUNCEMENTS** |  |
|  | Rob Johnstone is confirmed for a January 19th presentation.  Provided a handout of PD activities and encouraged members to let people know to email the co-chairs or Brian if they are holding workshop so we can put it on the PD website. |
| **MEETINGS** |  |
| AY 2017-2018 Meetings:  ~~Aug. 16~~~~th~~, ~~Sept. 20~~~~th~~, Oct. 18th, Nov. 15th  Jan. 17th, Feb. 21st, March 21st, April 18th |  |
| **Adjournment** |  |