Compilation of Professional Development Committee Meetings for Spring 2015
Professional Development Committee Meeting
February 9, 2015
GE118
1:30-3:00

Agenda

Committee Charge Review

Recruitment for Additional Members

Update Fall 2014 Conference Requests

Total Awards

Not all recipients have fulfilled their 2 activities

January 23, 2015 PDD Update

Attendance

Areas

January 23, 2014 Assessment Tool

Sent: 733      Opted Out: 4      Bounced: 34

Completed Responses as of 12 noon (2/9/15): 67

Spring 2015 Conference Requests

Email Version:

Excel Conference ($210 each) Romero, Gonzalez, Avalos, Brasil, Little, Brillon, Salazar, and Esquivel.

Safety & Security ($130 each) Moore, Vu, and LeDee

Paper version:

Crossing Borders & Building Bridges, Rice, $1600 with Matching Grant Application (March 2015)

Earth Educator Rendezvous, Smay, $1250 with Matching Grant Application (July 2015)
McCandless, CMC3 December 2014

New Paradigms & Pathways for General Education, Conroy $435 with Matching Grant Application (Feb 12 & 13, 2015)


30th Annual International Technology & Persons’ with Disabilities, Buob $1,532 (March 3-6, 2015)

30th Annual International Technology & Persons’ with Disabilities, Rutland $1,532 (March 3-6, 2015)

March 20th PDD

Joint effort or solo venue

If solo, breakout sessions (See letter to college community.)

Employee Recognition Ceremony (April 9th or May ??)

Semester Meetings: 2/9; 2/23; 3/9; 3/23; 4/23; 4/27; 5/11 from 1:30-3:00

Other
Professional Development Committee Meeting Notes

February 9, 2015, GE118, 1:30-3:00

Present: N/A

Note: Meeting wasn’t held. It lacked quorum. Agenda items will be discussed at next meeting on February 23, 2015

Agenda

Committee Change Review

Recruitment for Additional Members

Update Fall 2014 Conference Requests

Total Awards

Not all recipients have fulfilled their 2 activities

January 23, 2015 PDD Update

Attendance

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Earth Educator Rendezvous, Smay, $1250 with Matching Grant Application (July 2015)
New Paradigms & Pathways for General Education, Conroy $435 with Matching
Grant Application (Feb 12 & 13, 2015)

Institute of International Education, Conroy, $769 with Matching Grants
Application (March 19-20, 2015)

30th Annual International Technology & Persons’ with Disabilities, Buob $1,532
(March 3-6, 2015)

30th Annual International Technology & Persons’ with Disabilities, Rutland
$1,532 (March 3-6, 2015)

March 20th PDD

Joint effort or solo venue

If solo, breakout sessions

Employee Recognition Ceremony (April 9th or May ??)

Semester Meetings: 2/9; 2/23; 3/9; 3/23; 4/23; 4/27; 5/11 from 1:30-3:00

Other
Professional Development Committee Meeting

February 23, 2015, GE118, 1:30-3:00

Agenda

Approval of Agenda

Approval of Feb 9th meeting notes, not applicable

Committee Charge Review

March 20th PDD Preparations

  Working Lunch and Speaker

  Breakout Sessions

    Classified Senate, Maureen Chenoweth (per VP Graham)
    DSPS Students Characteristics, proposal still pending
    Getting to Know the ESL Population
    Know the Athletes
    Safe Zone (Proposal submitted)

  Conflicting Events: On Course Training and California Federation Teachers Conference

  Food: Thai Bowl, lent?

Employee Recognition Ceremony, Mark Your Calendar, May 6th (categories: retirements, tenured, longevity, and distinguished)

Spring 2015 Conference Requests

  Paper version: Karen Pullen, Curriculum Institute, $500 & Matching Funds
                Laura Garcia, Curriculum Institute, $500 & Matching Funds
                Elizabeth Eckford, African American Educational Network & Development Summit, $500 & Matching Funds

Other

  Semester Meetings: 2/9; 2/23; 3/9; 3/23; 4/23; 4/27; 5/11 from 1:30-3:00
Professional Development Committee Meeting Notes

February 23, 2015, GE118, 1:30-3:00

Present: Lamel Harris, Bunnie Rose, Celia Cruz-Johnson, Maria Avalos, Heather Jellison, Sandra Gonzalez, Duncan Graham

Agenda- Committee approved agenda without changes.

Noe meeting notes for 2/9/15 available; meeting cancelled.

Committee Charge Review- The committee reviewed the committee charge. No changes were suggested.

March 20th PDD Preparations- Complementary Continental Breakfast from 8:15-8:50 outside the Theater. There is a concern about ordering sufficient food for the PDD. As a possible solution, it was suggested to contact Keiko to determine how many faculty members submitted an Alternate Plan in Spring 2014; this would help determine the amount of food to order. Celia will email her.

Working Lunch and Speaker- There will be boxed lunches, and a speaker as we eat.

Breakout Sessions- The following have been suggested as breakout sessions: Classified Senate, Maureen Chenoweth (per VP Graham); DSPS Students Characteristics, proposal still pending; Getting to Know the ESL Population; Know the Athletes; Safe Zone (Proposal submitted). Ann Soman submitted a request for a special session for Math faculty.

Conflicting Events: There are two events that conflict with PDD: On Course Training and California Federation Teachers Conference. The Counseling Department is offering On Course as an alternate activity. AFT leadership will be attending the California Federation Teachers Conference.

Food: Thai Bowl or sandwiches- It was discussed to also consider an alternate food choice due to Lent.

Employee Recognition Ceremony, Mark Your Calendar, May 6th (categories: retirements, tenured, longevity, and distinguished)- The date was selected in consultation with President Breland.

Spring 2015 Conference Requests- The committee reviewed and voted for the following conference requests:

Paper version: Karen Pullen, Curriculum Institute, $500 & Matching Funds
Laura Garcia, Curriculum Institute, $500 & Matching Funds
Elizabeth Eckford, African American Educational Network & Development Summit, $500 & Matching Funds

Other: Semester Meetings: 2/23; 3/9; 3/23; 4/23; 4/27; 5/11 from 1:30-3:00
Professional Development Committee Meeting

March 9, 2015, GE118, 1:30-3:00

Agenda

Approval of Agenda

Approval of February 23th Meeting Notes

Committee Charge Review

Recruitment for Additional Members

Spring 2015 Conference Requests

Email Version:

Excel Conference ($210 each) Romero, Gonzalez, Avalos, Brasil, Little, Brillon, Salazar, and Esquivel.

Safety & Security ($130 each) Moore, Vu, and LeDee

Paper version:

Crossing Borders & Building Bridges, Rice, $1600 with Matching Grant Application (March 2015)*

Earth Educator Rendezvous, Smay, $1250 with Matching Grant Application (July 2015)

McCandless, CMC3 December 2014

New Paradigms & Pathways for General Education, Conroy $435 with Matching Grant Application (Feb 12 & 13, 2015)*


30th Annual International Technology & Persons’ with Disabilities, Buob $1,532 (March 3-6, 2015)

30th Annual International Technology & Persons’ with Disabilities, Rutland $1,532 (March 3-6, 2015)

Curriculum Institute, July 2015, Laura Garcia*
March 20th PDD

Solo venue breakout sessions (College invited to submit proposal for breakout session.)

See tentative agenda

Meeting with Dr. Breland

Employee Recognition Ceremony (May 6th, 1:30-3:00, T415)

Nomination Forms need to be emailed

Review them at the next committee meeting

Semester Meetings: 3/23; 4/23; 4/27; 5/11 from 1:30-3:00

Other
Professional Development Committee Meeting Notes

March 9, 2015, GE118, 1:30-3:00

Present: Lamel Harris, Bunnie Rose, Celia Cruz-Johnson, Maria Avalos, Heather Jellison, Sandra Gonzalez, Duncan Graham, Elaine Burns

Agenda-Agenda was approved without changes.

Committee Charge Review-The committee charge was reviewed. Minor changes were suggested. Celia will revise document and presented to the committee at a later meeting.

Recruitment for Additional Members-Celia stated that there is room for two faculty members in the committee. She will email the Academic Senate about advertising the vacancies.

Spring 2015 Conference Requests- The committee reviewed, discussed, and voted on the following conference requests received:

In Digital Version: Excel Conference-Fred ($210 each) Romero, Gonzalez, Avalos, Brasil, Little, Brillon, Salazar, and Esquivel; and Safety & Security ($130 each) Moore, Vu, and LeDee

In Paper Version: Crossing Borders & Building Bridges, Rice, $1600 with Matching Grant Application (March 2015)*; Earth Educator Rendezvous, Smay, $1250 with Matching Grant Application (July 2015); McCandless, CMC3 December 2014 (Retroactive??); New Paradigms & Pathways for General Education, Conroy $435 with Matching Grant Application (Feb 12 & 13, 2015)*; Institute of International Education, Conroy, $769 with Matching Grants Application (March 19-20, 2015); 30th Annual International Technology & Persons’ with Disabilities, Buob $1,532 (March 3-6, 2015); 30th Annual International Technology & Persons’ with Disabilities, Rutland $1,532 (March 3-6, 2015); Curriculum Institute, July 2015, Laura Garcia*; and Curriculum Institute, July 2015, Karen Pullen*

*Indicates that conference is during the summer; this will impact funding for the following academic year because they are after July 2015.

March 20th PDD Update- It will be a college only activity. Celia shared the list of proposals received. Celia also shared that she had met with President Breland and what he had suggested.

Employee Recognition Ceremony Update (May 6th, 1:30-3:00, T415)- Committee members discussed and decided to have the faculty award be split into two categories: adjunct and full time. Nomination forms will be revised. The forms will be reviewed at the next committee meeting. Then they will be emailed to employees.

Semester Meetings: 3/9; 3/23; 4/23; 4/27; 5/11 from 1:30-3:00
Other

Meeting adjourned at 3:00
Professional Development Committee Meeting Notes

March 23, 2015, GE118, 1:30-2:30

Agenda

Approval of Agenda

Approval of March 9th Notes

Notetaker

Spring 2015 Conference Requests

Paper version:

Jamie Alonzo ($750)
Padma Manian ($275)
Teri Vladimirov ($115)

Email Announcing Depletion of funding (Honor those that were in the pipeline.)

March 20th PDD Shout Out

Breakout Sessions
Speaker
Food

Needed Changes

Assessment Tool via Lime Survey

Employee Recognition Ceremony (May 6th, 1:30-3:00, T415)

Nomination Forms to be emailed by March 27, 2015

Strategic Planning Committee Self-Assessment (Coming Soon to your nearest email!)

Semester Meetings: 4/13; 4/27; 5/11 from 1:30-3:00

Other
Professional Development Committee Meeting Notes

March 23, 2015, GE118, 1:30-2:30

Present: Lamel Harris, Bunnie Rose, Celia Cruz-Johnson, Maria Avalos, Heather Jellison, Sandra Gonzalez, Elaine Burns, Duncan Graham

Agenda

Approval of Agenda- The agenda was approved without modifications or changes.

Notetaker- None

Spring 2015 Conference Requests- Three conference requests were received; the committee reviewed and voted for applications for: Jamie Alonzo, asked for funding from BSI too ($750); Padma Manian, @ One Course ($275); Teri Vladimirov, Writers’ Conference in Fresno ($115)

Email Announcing Depletion of funding- Celia stated that $5,000 allocated for conference funding was already awarded. It was suggested to honor those that were in the pipeline. Celia will meet with President Breland to seek additional funding.

March 20th PDD Update- The committee members discussed the following:

Breakout Sessions- There were sufficient sessions.

Speaker- Employees commented positive comments about the speaker.

Food- There needed to be some supervision of how the food was set up. It was suggested to set up serving of the food by the back wall in the Main Gym. This will have it away from the general plenary or activities prior to this.

Needed Changes- The committee discussed what work and what didn’t. Employees are happy with some things and not with others. One of the areas to work on is the sign in sheet locations. Is it possible to have multiple sign in times? Bunnie said it is difficult to manage multiple sign in times because they have to be counted by hand afterwards; it creates a lot of work with regards to payroll for adjunct faculty.

Assessment Tool via Lime Survey- The instrument needs to be drafted in Lime Survey. ITSS has to create the token that will be used to send the invitation.

Employee Recognition Ceremony- The ceremony will be held on May 6th from 1:30-3:00 in T415. Sandra will get a quote from Fresh and Natural and get the program printed in Repro. Bunnie will get the seniority list. Nomination Forms to be emailed by March 27, 2015. The committee will have a special meeting to vote on the nominations.

Strategic Planning Committee Self-Assessment- Celia stated that the committee self-evaluations forms will be sent out soon. The committee will collaborate in completing the document.
Other

Semester Meetings: 4/13; 4/27; 5/11 from 1:30-3:00

Meeting adjourned at 2:30 pm.
Professional Development Committee Meeting

April 13, 2015, GE118, 1:30-2:30

Agenda

Approval of Agenda

Meeting Notes from March 23, 2015

Notetaker-

Received additional professional development conference funding President Breland

Conference Requests received

Karen Hurst ($1,450) $500 and Applying for Matching funds;

Chandra Vanajakshi ($934) $500 and Applying for Matching funds

Marlise Edwards ($900) $500 and Applying for matching funds

Mark Zheng ($1,450) $500 and Applying for matching funds.

March 20th PDD Assessment Update

Employee Recognition Ceremony (May 6th, T415

Strategic Planning Committee Self-Assessment

Other Semester Meetings: 4/27; 5/11 from 1:30-3:00
Professional Development Committee Meeting Notes

April 13, 2015 , GE118, 1:30-2:30

Present: Celia Cruz-Johnson; Lamel Harris; Heather Jellison; Bunnie Rose, Maria Avalos,

Agenda

Approval of Agenda-Agenda was approved.

Meeting Notes from March 23, 2015 were approved without changes.

Notetaker- None.

Received additional funding ($2,500)- President Breland allocated and additional $2,500 for conference funding. As of this meeting, so far awarded $5,990 had been awarded and $1,950 from Matching funds from the President’s Pilot Matching Grants.

Conference Requests received in Paper version- The committee reviewed, discussed, and voted for the applications listed below: Karen Hurst ($1,450) $500 and Applying for Matching funds; Chandra Vanajakshi ($934) $500 and Applying for Matching funds; Marlise Edwards ($900) $500 and Applying for matching funds; and Mark Zheng ($1,450) $500 and Applying for matching funds.

Celia will tally the votes and will notify applicants of the committee’s decision.

March 20th PDD Assessment Update-Celia stated that the Lime Survey had been emailed; 809 invitations were sent (This includes student employees.) As of this meeting, 19 employees completed forms; 4 opted out; 5 have incomplete responses. Employees have 2 additional weeks to complete the survey. Celia will continue to give the committee updates until then. She will bring the results to a later meeting.

Employee Recognition Ceremony (May 6th, T415)- The format was discussed: from 1:30-2:00 for Tenured Employees Activity and from 2:00-3:00, Employee Recognition Ceremony. The committee reviewed the revised Nomination Forms. It was suggested to award lapel pins for longevity instead of paper weighs as previously. The cost and time to assemble each paper weigh are factors. Sandra shared the food cost; committee thought it was good. We will have finger food. Sandra will also put together the program that includes tenured, longevity, and distinguished recognition. Celia will send a special invitation to the longevity award winners and the distinguished winners too.

Strategic Planning Committee Self-Assessment- The form will be completed at the 4/27/15 meeting. Celia distributed to the members a blank copy for them to draft their ideas. The committee will collaborate in the drafting of the responses.

Other Semester Meetings: 4/27; 5/11 from 1:30-3:00

Meeting adjourned at 3:00
Professional Development Committee Meeting
April 27, 2015, GE118, 1:30-2:30

Agenda

Approval of Meeting Notes, April 13th

Notetaker

Spring 2015 Conference Requests

March 20th PDD Assessment Update, Assessment Tool via Lime Survey

809 invitations sent (This includes students employees.)

19 employees completed forms; 4 opted out; 5 have incomplete responses, April 13, 2015

Update

Employee Recognition Ceremony (May 6th, 1:30-3:00, Ceremony, T415)

Nomination Forms Update

Lapel pins for longevity (cost)

Food (finger food cost)

Program

Personalized Invitations

Strategic Planning Committee Self-Assessment

Voting for Nominees

Planning Fall PDD

Keiko sent out announcement to managers

Included in Announcement of Offerings at PDC

Semester Meeting: 5/11 from 1:30-2:30

Other
Professional Development Committee Meeting Notes

April 27, 2015, GE118, 1:30-2:30

Present: Celia Cruz-Johnson, Heather Jellison, Lamel Harris, Maria Avalos, Sandra Gonzalez, Bunnie Rose, Elaine Burns, Duncan Graham

Agenda

Approval of Agenda- Agenda was approved without modifications or changes.

Notetaker- None

Spring 2015 Conference Requests- No requests received

March 20th PDD Assessment Update- Celia shared an update on the assessment results. The survey closed. She will bring a print out of the report to the May 11th meeting.

Employee Recognition Ceremony (May 6th, 1:30-3:00, Ceremony, T415)- The committee voted for the employee nominations received. Distinguished Employees for the 4 categories were identified; the categories are adjunct faculty, full time faculty, Classified, and administrator.

Lapel pins for longevity were ordered. Bunnie has them in her office. Fresh and Natural will deliver the food 15 minutes before the ceremony commences. The program is waiting to include the names of the distinguished employees. Maria sent out the personalized invitations for the longevity awards. Celia will send out the personalized invitations to the distinguished employees.

Strategic Planning Committee Self-Assessment- Committee members completed the form. Celia will complete the form with the suggestions and will submit on behalf of the committee.

Planning Fall 2015 PDD Update- Keiko sent out announcement to managers seeking possible suggestions for workshops. Celia will send it out to the faculty eliciting suggestions or workshop proposals.

Other

Professional Development Plan- Celia will present it in May to the Academic Senate and CA.

Next Semester Meeting: 5/11 from 1:30-2:30

Meeting adjourned at 2:30.
Professional Development Committee Meeting

May 11, 2015, GE118, 1:30-2:30

Agenda

Approval of Agenda

Approval of April 27, 2016

Notetaker

March 20th PDD Assessment Update

Employee Recognition Ceremony (May 6th, 1:30-3:00, Ceremony, T415) Update

Strategic Planning Committee Self-Assessment

Planning Fall 2015 PDD

Other

(This is the last meeting for the semester.)