**Professional Development Committee Agenda October 16, 2013 3:30-4:30**

Attending: Gabe Winer, Catalina Herrera, Louisa Roberts, Dean Brenda Johnson, VPI Lilia Celhay, DSP Katherine Bergman

|  |  |  |
| --- | --- | --- |
| **Item** | **Discussion/Results** | **Next steps if applicable** |
| 1. Cracking the Codes event publicity | Great event, flyers need small edit before we share with community | All of team to update the flyers and then circulate in class and offices to ensure attendance at this PCCD-wide event |
| 1. Sabbaticals update   Vote on deferral dates | Issue has emerged that Spring 2013 sabbaticals will limit faculty applications, Gabe checked with the PCCD committee and learned, in writing, we can take applications in Spring and allow sabbaticals in Fall 2014 | Committee voted to accept applications for sabbaticals in Spring 2014 and then award them in Fall 2013 |
| 1. Student success conference report/SSTF Recommendations; Chaffee example | Link to presentations: <https://backup.filesanywhere.com/fs/v.aspx?v=8c6e6b86616271b3a1aa>  Amazing, best practices for SS, including via Professional Development, Chaffee CC in SoCal, please review the BSI and SSSP suggestions for Professional Develop, especially as the PD Committee comments on our 13-14 Goals and Objectives | Each of us to review the SSSP best practices to inform our discussion and advice for the BCC Goals, Activities, and Objectives for |
| 1. Budget Update | Gabe advised that PCCD will award funding for FY 12-13 for Professional Development | Gabe will advise when the amount of funding is released from the PCCD Committee |
| 1. General $ questions: |  |  |
| 1. Approve total funding amount for TLC stipends, now that district PD $ restored? | Gabe would like to revise the TLC funding | PD Committee will wait for the final amount to be announced to make this determination |
| 1. Resume historical stipend amount for FIGs/APPLEs? | Gabe would like to revise the TLC funding of stipends | Gabe will work to figure this out, outreach to increase understanding for the current TLC funding opportunities, and design forms for reporting |
| 1. Classified employee in Business Office stipend for processing requests/budget | previously was paid a stipend for the PD work; should we do this again | Lilia will inquire  Determine possible wage so the amount chosen is fair; set a flexible amount  Sub-committee regarding this issue with Gabe, Lilia, Katherine, and Catalina |
| 1. Job description of /stipend for treasurer | Is this function still necessary? More direction needed? | Gabe will contact T. Brown regarding issues with Stipends=extra service  Katherine will contact Finance and Payroll to gain understanding of Stipends=load |
| 1. Should we fund guest speakers? | Several inquiries for funding of professional development for in-class speakers? | Not unless related to faculty professional development.  Please direct them to Special Projects and the fund for innovation to see if they are related to grant objectives. |
| 1. Other: | Complex issues surrounding Pro |  |
| 1. Scheduling FIGs/APPLES | tabled |  |
| 1. Approve Specific Pending Requests: |  |  |
| 1. Ikeda | ASL Interview Train the Trainers Workshop | Might be CTE fundable  Katherine to check into Antonio per Lilia’s feedback that this might have been addressed in the Office of Instruction |
| 1. FIG: PACE | Survey regarding what made PACE so successful at BCC to gather this data  As well as a time to work with all faculty and former students to do this inquiry | Nola and Jenny are funded from PD for $400 each  Nola will return to PD with the list of participants for funding to attend a meeting |
| 1. FIG: | Library and Basic Skills Collaboration | BSI to pay Cleavon Smith and Scott Hoshida ($600 total)  Title III to pay Louisa ($300 total)  Heather Dodge from PD funding ($400) |
| 1. APPLE: ESL | APPLE to provide collaborative materials creation process to create materials and tool kit for ESL students in accelerated classes as no text book exists. | 1. BSI to cover up to $900 for the BS courses 2. PD Committee funds to cover $300 of the balance |
| 1. POP: award stipends | Gabe has 16 folks have applied | Based on the criteria, the following are selected (waived = the instructors declined payment, so it went to the next in line to total 10):   1. Arash Farahmand 2. Jill Bond (waived) 3. Hannah Chauvet (waived) 4. Sharon Siskin 5. Sarah Spengeman 6. Joannie Gillispie 7. Katherine Koelle 8. Ellen Rosenfield (waived) 9. Hollie Hardy 10. Beth Wadell 11. Elizabeth Chemouni 12. Evelyn Pine 13. Linda McPheron |
| 1. other |  |  |
| 1. Charge of committee revision/preparation for Leadership/Roundtable for inclusion in Shared Governance Manual | Tabled for next time |  |
| 1. BCC Goals/Activities/Measurable Outcomes: Where does PD fit? | Tabled for next time |  |
| 1. Work on rubric | Tabled for next time |  |
| 1. Preview of coming events: Flex Day Planning, calendaring for next semester | Tabled for next time |  |
| 1. Other: |  |  |