



Professional Development Standing Committee Meeting MINUTES

Thursday, December 6, 2018 | 12 PM – 1 PM | Library Terrace

Committee Chairs: Jason Robinson, Valerie Foster, & Yajaira De La Paz

In Attendance: Jason Robinson, Jonathan Miller, Denise Albright, Brock Klein, Yajaira De La Paz

Absent: Valerie Foster, Leslie Tirapelle, Audrey Joseph, Felisia Mitchell, Katina Williams, Susan Bower, Roger Yang,

Minutes Issued By: Natalie Pacheco

Discussion/ Decisions Made:

I. Opening

II. Reviewing first draft of Agreements for Working Together

- a. The committee agreed to the listed Agreements for Working Together. No changes were needed.

III. Sharing Information

- a. **PD Block Grant (Classified Employees) – Denise/Jason**
 - i. The state has allocated 5 million dollars to classified employees. The committee is waiting to see what portion has been allocated to PCC and with what parameters.
- b. **Whistling Vivaldi book club (Winter Intersession) – Jason**
 - i. All employees are invited to participate in the Whistling Vivaldi book club during the Winter Intersession. The first 50 people to register will get a free book.
- c. **STEM Series (Winter Intersession) – Valerie**
 - i. The Professional Development Office is working with Valerie Foster, lead for the STEM grant, to present a 3 part series for STEM faculty.
- d. **Reading Apprenticeship courses/ PCC Spring 2019 RA cohort – Jason**
 - i. The Professional Development Office is working with Linda Hintzman on the possibility of having a faculty reading apprenticeship cohort in spring 2019.
- e. **Spring 2019 PD Day - Valerie**
 - i. Spring PD Day will be held on March 14th. The FAC has been meeting and working on the agenda, which they will continue to do through winter.
 - ii. The Classified Senate PD Sub-Committee will only be having one professional development day during the spring and are aiming to have it in May during classified week.

IV. Discussing/ Developing/ Deciding

- a. **Committee Goals for 2018-2019 - Jason**
 - i. The committee agreed to the following goals for 2018-2019:
 - Design and distribute a PD needs survey for each constituency
 - The past survey needs to be revised, distributed to all three constituency groups, followed up on, and reported out.
 - The committee would like to send out the survey by the second week of spring in order to have the data to begin working on their second goal.
 - Identify foundational/permanent PD experiences for each constituency group
 - The committee discussed setting standard courses and modules on broad topics that will help employees better understand their role and the college.
- b. **Committee Goals for 2019-2020**



- i. Possible goals for next academic year are (a) taking a look at AP 7400 and at conference funding to see how it might be altered to benefit more people and (b) reshaping the procedures and policies in place for conference travel requests and funding.

V. Closing

Action Items:

- Work on revising the survey. (*J. Robinson & J. Miller, due: ASAP*)

Agenda Items for Next Meeting:

- Committee goals for 2018-2019.