



## **Professional Development Standing Committee Meeting MINUTES**

**Thursday, April 25, 2019 | 12 PM – 1 PM | Library Terrace**

**Meeting Facilitators:** Jason Robinson, Valerie Foster, & David Colley

**Present:** Jason Robinson, David Colley, Jonathan Miller, Roger Yang, Katina Williams, Denise Albright

**Absent:** Valerie Foster, Brock Klein, Leslie Tirapelle, Susan Bower, Felisia Mitchell

**Minutes Issued By:** Natalie Pacheco

### **Discussion/ Decisions Made:**

#### **I. Opening**

#### **II. Approving Minutes**

- a. Review and approval of meeting notes from March 28, 2019.
  - i. Motion to approve: D. Colley. Second: J. Miller. Abstain: D. Albright. Approved.

#### **III. Sharing Information**

- a. **PD Block Grant (Classified Employees)** – *Denise/Jason*
  - i. J. Robinson shared with the committee that he had a meeting with D. Colley, D. Albright, representatives from all three unions representing Classified Employees, and the VP of Human Resources (Bob Blizinski). At this meeting, all parties agreed to have the Classified PD Subcommittee draft a plan for use of grant funds. Once that plan is ready, Classified PD Subcommittee will present it back to this larger group for review/approval. The Classified PD Subcommittee has already commenced work on this plan.
- b. **Flexible Calendar Program Guidelines** – *Valerie/Jason*
  - i. J. Robinson shared that the flexible calendar program guidelines were shared as an information item at College Council on April 25, 2019. College Council decided to act on that information item and voted unanimously in support of the guidelines.
- c. **Flex Advisory Committee**
  - i. This item has been tentatively placed on the College Council agenda for May 16, 2019.
- d. **PD Needs Survey**
  - i. J. Robinson reported that the Office of Institutional Effectiveness recommended a few final edits to all versions of the survey. They have now been sent off to the vendor for publication. One change was the merging of the PD Needs Survey with the Campus Culture Survey.
- e. **Spring 2019 Classified Day-** *David*
  - i. D. Colley provided updates about the logistics for Classified Day.
- f. **Carrie Marks**
  - i. J. Robinson shared the details for the upcoming PD event (Carrie Marks).

#### **IV. Discussing/ Developing/ Deciding**

- a. **Agenda topics for remaining Spring 2019 PD SC meetings** – *Jason*
  - i. J. Robinson shared that he met with V. Foster and D. Colley. They mapped out the topics requiring discussion during the remainder of Spring 2019. The committee discussed and decided to hold a PD retreat for all members of the PD Standing Committee, Faculty Development Committee, Classified PD Sub-committee, Managers PD Sub-committee, and Flex Advisory Committee. The first week of Summer Intersession was identified as a tentative time to hold this retreat.



**b. Allocation of funds for conference travel (2019-2020) – *Jason***

- i. The committee agreed to continue with the same allocation of funds for conference travel that were in place AY 2018-2019. The committee recognized that these allocations are dependent upon the final budget that has not yet been approved. The committee also discussed alternative ways in which funds for conference travel might be administered and agreed to have a more robust conversation about these ideas during Fall 2019 semester.

**V. Closing**