

PASADENA AREA COMMUNITY COLLEGE DISTRICT PROFESSIONAL DEVELOPMENT STANDING COMMITTEE

THURSDAY, DECEMBER 1, 2016
12:00 – 1:00 PM

MINUTES

In Attendance

Susan Bower, co-chair
Bakhtawar Bhadha
Debra Krause-Cantarero
Julianna Mosier

Absent

Leslie Tirapelle, acting co-chair
Denise Albright
Brock Klein
Felisia Mitchell

Open Appointments

Faculty Appointment
Student Representative

- I. **Meeting called to order at 12:11 PM.**
- II. **Public Comment on Non-Agenda Items – none.**
- III. **Approve minutes from November 10, 2016**
Deferred until next meeting on December 6, 2016
- IV. **For Discussion and Consultation**
 1. Annual Goals – voting on final 16/17 goals is deferred until next meeting since no quorum was established.
 - There was a question as to who was currently taking care of item #7 (maintain annual professional development website and calendar). At this time Leslie Tirapelle and Jennifer Jung are maintaining the website and calendar. When new PD director comes in, it would be their (or their assistant's) responsibility to maintain.
 - Debra was confused by the wording on #9 (Lead professional development management systems review). There was a suggestion to change the wording to "Lead professional development management **software** review."
 2. Development of 3-5 Year PD Goals – is this for the committee to determine or PD director to determine for program?
 - Makes more sense to have PD Director involved. On the other hand, should we develop something at least for this year in case the PD Director does not start until Fall 2017 or later?
 - We could also brainstorm and have an "unofficial" list of goals so the director has somewhere to start from and we have something to offer.
 3. Cornerstone on Demand

- Decision on Cornerstone deferred until next meeting since we do not have a quorum and there are still questions that were unanswered from the demo. Need to follow up with Dr. Norman to see if Cornerstone responded to our questions yet.
 - There were some concerns that Cornerstone may not be as robust as we need. Also, there are already some issues with Cornerstone, do we want to add another component to it and possibly have a lot of trouble with that as well.
 - Can we continue searching for other programs that can integrate with Banner?
4. Campus PD Committee PD request procedure
- Develop committee approval guidelines and process for PD requests - this would be for groups asking for PD funding to support their activities. This is not the same as the request for conference attendance.
 - PD request form? Rubric? Susan Bower will try to put something together to discuss during the next meeting, she has an old form used a couple years ago that can be used as a starting point.
5. Questions for next meeting
- Are we a Brown Act committee? Susan Bower will check College Council records.
 - Has Leslie Tirapelle spoken to or heard from Dr. Giugni about the post and fill request for the PD Director? HR has not received the post and fill yet.

V. Next Meeting: Thursday, December 6, 12:00 pm – 1:00 pm, Library Terrace Room

VI. Announcements – None

VII. Adjournment – 12:51 PM