

**PASADENA AREA COMMUNITY COLLEGE DISTRICT
PROFESSIONAL DEVELOPMENT STANDING COMMITTEE**

TUESDAY, MARCH 7, 2017
12:00 – 1:00 PM, C-218

MINUTES

In Attendance

Susan Bower, co-chair
Leslie Tirapelle, acting co-chair
Bakhtawar Bhadha
Brock Klein

Absent

Denise Albright
Debra Krause-Cantarero
Felisia Mitchell

Open Appointments

Faculty Appointment
Management Appointment
Student Representative

- I. **Call to Order at 12:00 PM**
- II. **Public Comment on non-agenda items – none**
- III. **Approval of Minutes**
 1. Defer approval of January 12, 2017 minutes to next meeting on April 4, 2017.
 2. Defer approval of February 7, 2017 minutes to next meeting on April 4, 2017.
- IV. **Information Items**
 1. PD Director job posting closed on February 28, 2017. Dr. Giugni is the chair for the hiring committee. At this point we are not sure of the timeline for the hiring committee.
 2. Susan and Leslie have met to go through the professional development budget to determine status.. Faculty association has used up their allotment for conferences. Classified has not used much of their allotment; they may be using it to send members to the Classified Leadership Institute. Dr. Olivo offered to cover costs for Classified Day.
 3. Faculty Association was approved \$10K for the summer travel (post July 1 travel that will be paid out of next year's allocation) so they can start approving travel for faculty who want to attend conferences that are starting close to July 1. There are already numerous requests for travel during the summer and the requests already are over \$10K.
 4. When funds run out (for conference travel), can send to new PD Director to help look for other sources of funding (grants, etc.)
 5. Equity had allotted funds for professional development but there was some difficulty in using it last year so we didn't attempt to tap in to this source this year.

6. We have one management appointment open – asked management association to appoint manager for PD Standing Committee. Recommendation that someone is appointed from HR so we can add that perspective to discussions.
7. We still need one more faculty appointment.
8. Dr. Norman created a catalog of all training (mostly required) for managers in digital form that was emailed out to all employees today. She asked if the catalog could be posted to the PD website. In the future the catalog will be expanded.
9. Ask Dr. Giugni to attend a future meeting (possibly next meeting on April 4) to have a discussion about the PD Director – where they will located (office), what kind of support the director will have, etc.

V. **Next Meeting: April 4, 2017, C-218**

VI. **Announcements – None**

VII. **Adjournment – meeting adjourned at 1:00 pm.**