



**PROFESSIONAL DEVELOPMENT/
FLEX CAL COMMITTEE
Minutes**

March 16, 2017

Room 902

3:30 pm - 5:00 pm

1. Call to order	Meeting was called to order at 3:45 pm by Co-Chair Jaimez.								
2. Roll Call	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">LaNae Jaimez, Co-Chair</td> <td style="width: 50%;">Dwayne Hunt, Co-Chair</td> </tr> <tr> <td>Salvatore Abbate, CSEA</td> <td>Ingeborg Bourdon, faculty</td> </tr> <tr> <td>Candace Roe, faculty -Absent</td> <td>Michelle Smith, faculty</td> </tr> <tr> <td>Open, adjunct faculty</td> <td></td> </tr> </table>	LaNae Jaimez, Co-Chair	Dwayne Hunt, Co-Chair	Salvatore Abbate, CSEA	Ingeborg Bourdon, faculty	Candace Roe, faculty -Absent	Michelle Smith, faculty	Open, adjunct faculty	
LaNae Jaimez, Co-Chair	Dwayne Hunt, Co-Chair								
Salvatore Abbate, CSEA	Ingeborg Bourdon, faculty								
Candace Roe, faculty -Absent	Michelle Smith, faculty								
Open, adjunct faculty									
3. Agenda approval	Michelle Smith made a motion to approve the March 16, 2017 agenda, Sal Abbate seconded the motion and the agenda was approved.								
4. Approval of Minutes	Inga Bourdon made a motion to approve the March 2, 2017 minutes, Michelle Smith seconded the motion, and minutes were approved.								
5. Comments from the Public	3 Minute Per Person.								
6. Professional Development	<p>Faculty funding requests (30 minutes max)</p> <p>6.1 Anthony Ayala –committee has requested that Professor Ayala submit additional information regarding his request for PD funds before a final determination will be made. LaNae will send this notification.</p> <p>6.2 Other – Amy Obegi – Professor Obegi’s two requests for professional development related to the assessment of SLOs was approved by the committee.</p>								
7. Action Items, Including Items Removed From Consent	7.1 No items								
8. Information/Discussion Items	<p>8.1 Forms</p> <p style="padding-left: 20px;">8.1.1 Review of PD funds request form- form was reviewed during the meeting, suggestions were made and the form will be updated and presented at the 4/6/17 meetings.</p> <p>8.2 Update on Great teachers – LaNae agreed to send an email notifying faculty interested in attending this conference to send a letter of interest as their application for consideration by the PDFC committee. An email will be sent no later than next week.</p>								

8.3 Review of Goals- the PDFC committee's mid-term goals/accomplishments were reviewed and will be up for action at the next meeting.

8.4 Flex Plan 2017 – 18 –item was deferred until survey results have been reviewed.

8.4.1 Speakers

8.4.2 Next steps

8.4.3 Teach in

8.5 Committee membership for 2017 -18 – LaNae will inform the Senate President that we will need to solicit for a full-time faculty representative (3-year term) and a part-time faculty representative (1-year term).

8.6 Safe Places Training- Michelle Smith agreed to research SPT and inform the committee at the 4/6/17 meeting.

8.7 Recognition (Dean Hunt)- Dean Hunt agreed to speak with S/P Esposito-Noy regarding potential recognition program.

8.8 Resolution- Deferred to May meeting.

9. Announcements

9.1 next meeting

9.1.1 March flex survey

10. Adjournment

Sal Abbate's motion to adjourn was seconded by Michelle Smith, and the meeting was adjourned at 5:00 pm.

Next meeting 4/6/17, 3:30pm, room 902