



**PROFESSIONAL DEVELOPMENT/
FLEX CAL COMMITTEE**

Minutes

August 24, 2017

Room 902

2:30 pm - 4:00 pm

1. Call to order	Meeting was called to order at 3:40pm on Thursday, 8/24/17.								
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>Michelle Smith, faculty</td> <td>Faculty Rep – open</td> </tr> <tr> <td colspan="2">Adjunct Faculty rep - open</td> </tr> </table>	LaNae Jaimez, Co-Chair	Dwayne Hunt, Co-Chair	Salvatore Abbate, CSEA	Ingeborg Bourdon, faculty	Michelle Smith, faculty	Faculty Rep – open	Adjunct Faculty rep - open	
LaNae Jaimez, Co-Chair	Dwayne Hunt, Co-Chair								
Salvatore Abbate, CSEA	Ingeborg Bourdon, faculty								
Michelle Smith, faculty	Faculty Rep – open								
Adjunct Faculty rep - open									
3. Agenda approval	Michelle Smith moved to approve the August 24, 2017 agenda, Sal Abbate seconded the motion, motion carried.								
4. Approval of Minutes	Inga Bourdon moved to approve May 18, 2017 minutes, Michelle Smith seconded the motion, motion carried.								
5. Comments from the Public	3 Minute Per Person.								
6. Professional Development	<p>Faculty funding requests (30 minutes max)</p> <p>6.1 Sabine Bolz (approved)</p> <p>6.2 Tom Grube (approved)</p> <p>6.3 Kevin Marks (deferred, lacked Travel Authorization form and total amount of PD funds requested)</p> <p>6.4 Svetlana Podkolzina (approved)</p> <p>6.5 Genele Rhodes (application was not submitted)</p> <p>6.6 Other</p> <p>6.6.1 John Zimmerman (approved)</p> <p>6.7 Deadline for AY 2016 -17 is 9/1/17 – committee was informed that September 1, 2017 was designated deadline for reimbursements for AY 16 – 17. Committee discussed the potential need to set a limit regarding maximum amount of funds available for an individual per academic year.</p>								
7. Action Items, Including Items Removed From Consent	<i>No action items</i>								

8. Information/Discussion Items

Information/Discussion (cont.)

8.1 Faculty success workshops (Terri Pearson-Bloom) *Professor Pearson-Bloom was not able to attend the meeting. Co-Chair Jaimez presented an idea posited by the ASTC that FSW be held in the ASTC. The committee members agreed that FSW are a good idea and that they should be Optional Flex eligible. In addition to the list below, the committee also suggested FSW on applying for professional development funds, annual program review updates and on being a peer reviewer.*

8.1.1 META SLO trainings

8.1.2 META Curriculum Trainings

8.1.3 DE trainings

8.2 budget update *Co-Chair Jaimez was not able to obtain an updated version of the PD budget tracking document. She agreed to send it out via email.*

8.3 PDFC Goals and objectives for AY 2017 – 18 *Committee members reviewed goal/objectives for AY 16-17 and discussed goals and objectives for AY 17 -18. A list of objectives/goals was reviewed and details were discussed. The document will be presented at the 9/7/17 meeting for approval.*

8.4 10/10/17 Flex planning *The committee discussed plans to finalize the October 10th Optional Flex day*

8.4.1 last call *A last call to update the events currently on the schedule and to request to add an event will go out early next week with a deadline of 9/7/17.*

8.4.1.1 Nutshell talks *Request to present Nutshell talks will go out early next week to individual faculty who have received PD funds.*

8.4.1.2 Lunch & Learns *Request to present a Lunch & Learn talk will be sent out to people who have recently completed a sabbatical or research.*

8.4.1.3 Degree works *VP Brown and Dean Beckham have requested a workshop on Degree works to be presented by an outside provider. The form to request a Flex Cal workshop will be forwarded to VP Brown and Dean Beckham.*

8.4.2 update on speaker *LaNae will make contact with Dr. Chang ASAP.*

8.4.3 Working with incarcerated students (faculty in-service) *The Senate suggested a flex panel made up of faculty who are or have recently worked with incarcerated students. S/P Esposito-Noy has requested that this occur on the 10/10 optional flex day. LaNae will follow up to see if this is feasible.*

8.5 HR work place “bullying” how to report and what to expect *The committee would like to see this training offered at the January Flex.*

8.6 Mandated trainings *S/P Esposito-Noy has asked that the committee facilitate the offering of the mandated trainings (list to be compiled, partial list 8.6.1 – 8.6.3) on optional Flex days. Representative Bourdon requested that online options also be made available so that faculty can*

attend other optional flex events. LaNae will seek clarification regarding the offering of an online alternative for mandated trainings.

8.6.1 Hiring committee protocol

8.6.2 Sexual Harassment prevention training

8.6.3 CALSTRS/CALPERS

8.7 Special Events Committee is going to review 8.7.1 and discuss it as a potential PDFC special event. The committee agreed that 8.7.2 is optional Flex eligible.

8.7.1 Backpack full of cash <http://www.backpackfullofcash.com/host-a-screening2>

8.7.2 Professor J. Luke Wood Offers Public Course on BLACK MINDS MATTER

8.8 PD place in new Learning Resource Lab Representative Smith suggested that the committee speak with S/P Esposito-Noy regarding identified space in the New LRL for PD. The committee supported this suggestion. LaNae agreed to follow-up in her meeting with the S/P.

8.9 Plan to review/disseminate August 17 Flex feedback Representative Abbate reported that he will have access to the necessary resources after 9/11 and will provided data/feedback at the 9/21 meeting.

9. Announcements

No announcements

10. Adjournment

Michelle Smith motioned to adjourn the meeting, meeting was adjourned at 4:10 pm.

All meetings will be held in 902 from 2:30 – 4 unless otherwise noted.

September 7, 2017

September 21, 2017

October 5, 2017

October 19, 2017

November 9, 2017

November 30, 2017

December 7, 2017