



**PROFESSIONAL DEVELOPMENT/
FLEX CAL COMMITTEE
Minutes
September 6, 2018
Room 414
2:30 PM – 4:00 PM**

1. Call to order	M. Smith called the meeting to order at 2:33 PM.								
2. Roll Call	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Michelle Smith, Co-Chair</td> <td style="width: 50%;">Dwayne Hunt, Co-Chair (absent)</td> </tr> <tr> <td>Ingeborg Bourdon, Faculty (absent)</td> <td>Kitty Luce, Faculty</td> </tr> <tr> <td>Dani Gonzalez, CSEA rep</td> <td>Maureen Powers, Adjunct Faculty</td> </tr> <tr> <td>Shirley Lewis, Dean</td> <td>Jack Schouten, Faculty</td> </tr> </table>	Michelle Smith, Co-Chair	Dwayne Hunt, Co-Chair (absent)	Ingeborg Bourdon, Faculty (absent)	Kitty Luce, Faculty	Dani Gonzalez, CSEA rep	Maureen Powers, Adjunct Faculty	Shirley Lewis, Dean	Jack Schouten, Faculty
Michelle Smith, Co-Chair	Dwayne Hunt, Co-Chair (absent)								
Ingeborg Bourdon, Faculty (absent)	Kitty Luce, Faculty								
Dani Gonzalez, CSEA rep	Maureen Powers, Adjunct Faculty								
Shirley Lewis, Dean	Jack Schouten, Faculty								
3. Agenda approval	M. Powers motioned to approve the September 6, 2018 agenda; J. Schouten seconded the motion; motion carried.								
4. Approval of Minutes	M. Powers motioned to approve the August 16, 2018 minutes; D. Gonzalez seconded the motion; motion carried.								
5. Comments from the Public	No comments for this item								
6. Professional Development	<p>Funding requests reviewed(30 minutes max) Faculty</p> <p>6.1 Katie Berryhill (2F18) pending 6.2 Maureen Powers (3F18) approved 6.3 Melissa Reeve (4F18) approved</p>								
7. Action Items	7.1 <i>Committee Goals & Objectives for AY 2018-2019</i> – Co-Chair M. Smith presented a list of previous outstanding PD goals combined with current PD goals. It was recommended that long-term goals, such as the PD system, be listed separate from short-term goals. Committee members voted to present the PD goals to the Academic Senate with that modification.								
8. Information/Discussion Items	<p>8.1 <i>Fall Professional Development</i></p> <p style="padding-left: 20px;">8.1.1 <i>BrightSity Kickoff</i> – D. Gonzalez reported that Daniel Martin was very engaging and beneficial to the participants. The 8-week course is available to SCC staff, faculty, and management. A registration page will be available online soon.</p> <p>8.2 <i>Spring Professional Development</i></p> <p style="padding-left: 20px;">8.2.1 <i>Guest Speaker</i> – Co-Chair M. Smith announced the speaker for Spring Convocation is Rob Johnstone, an expert on guided pathways. The</p>								

committee discussed the process of vetting potential professional development speakers.

8.2.2 *On Course* – An OnCourse event scheduled for Tuesday, October 9th. The committee recommended an online survey to determine the best options for future trainings.

8.3 *PD Handbook* – Co-Chair M. Smith requested the committee to review multiple resources that may provide the elements in establishing an SCC PD Handbook. The PD Committee will review the lists at the next committee meeting. J. Schouten recommended a review of the type and structure of past PD events to assist in defining future PD events that will be beneficial and enriching to SCC faculty and staff.

8.4 *PD Website* – Photographer will take pictures on October 9th to provide photos for the PD website. Members of the committee will provide a statement of the importance of professional development to the college community (D. Gonzalez as Staff, M. Smith as Faculty, and Dean Hunt as Administration). Event links and attachments will be accessible on the website. M. Smith is progressively working on the FAQ as well as suggested modifications.

8.5 Funds Recipient Presentations *tabled*

9. Announcements

9.1 Understand LGBTQ+ To Better Support—and Protect—Students, Thursday, September 13, 2018 as a possible event with the Social Justice & Equity Task Force

10. Adjournment

10.1 J. Schouten motioned to adjourn the meeting adjourned at 4:02 PM. It was seconded by K. Luce. Motion unanimously carried.

All meetings will be held in 414 from 2:30PM – 4PM unless otherwise noted.

September 20

October 4

October 18

November 1

November 15

December 6