



**PROFESSIONAL DEVELOPMENT/
FLEX CAL COMMITTEE
MINUTES
January 17, 2019
Pam Keith Conference Room
2:30 PM – 4:00 PM**

1. Call to order	M. Smith called the meeting to order at 2:40PM.
2. Roll Call	Michelle Smith, Co-Chair Ingeborg Bourdon, Faculty Dani Gonzalez, CSEA rep (absent) Jack Schouten, Faculty
3. Agenda approval	Dwayne Hunt, Co-Chair (absent) Kitty Luce, Faculty Maureen Powers, Adjunct Faculty
4. Approval of Minutes	K. Luce motioned to approve the January 17, 2019 agenda; M. Powers seconded the motion; motion carried.
5. Comments from the Public	M. Powers motioned to approve the December 6, 2018 minutes; I. Bourdon seconded the motion; motion carried.
6. Professional Development	No comments for this item
7. Action Items	Funding requests reviewed (30 minutes max) 6.1 C. McBride (20F18) approved 6.2 K. Luce (1S19) withdrawn 6.3 N. Mostafa (2S19) approved 6.4 G. Gallagher (3S19) approved 6.5 J. Finnegan (5S19) approved 6.6 A. Aubert (4S19) approved
8. Information/Discussion Items	7.1 <i>Committee Goals & Self-Assessment Mid-Year Report</i> - J. Schouten motioned to approve the Committee Goals and Self-Assessment Mid-Year Report; I. Bourdon seconded the motion; motion carried.
	8.1 <i>Committee Meetings Spring</i> – M. Smith discussed the upcoming meeting dates for the remaining academic year. The PDFC committee agreed that the PDFC meetings will continue to be held every other Thursday from 2:30pm to 4:00pm with exception of school holidays and breaks. The committee agreed to meet off-schedule, April 25 th , <i>if necessary</i> .
	8.2 <i>Spring 2019 Professional Development Events</i>
	8.2.1 <i>Northern California Regional OER Summit Feb. 22, 2019</i> – K. Luce

provided information on this free, one-day summit on how to help students succeed with no-cost and low-cost resources. The event will be held at Diablo Valley College, Diablo Room located at 321 Golf Club Road, Pleasant Hill, CA 94523. More information and registration is available at <https://www.eventbrite.com/e/northern-california-regional-oer-summit-tickets-52851626638>.

8.3 *Professional Development Application* – M. Smith and S. Abbate discussed the option of a common application for all SCC employees. The PDFC committee will further review the form and rubric to make changes that meet the needs of the District and all employees while adhering to ED code and established guidelines.

8.4 *Travel Costs* – The PDFC committee discussed travel cost changes during the reimbursement process. Such changes will be reviewed on a case-by-case basis.

8.5 *Review of PD Handbook Draft* – Agenda item tabled and moved to the next PDFC meeting on February 7, 2019.

8.6 Guest Speaker Rubric - Agenda item tabled and moved to the next PDFC meeting on February 7, 2019.

9. Announcements

9.1 M. Smith announced the upcoming event California Great Teachers Seminar July 21-25 2019. More information and registration is available at <http://www.faccc.org/event/2019-california-great-teachers-seminar/>.

10. Adjournment

Meeting adjourned 4:05 pm

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

February 7

February 21

March 7

March 21

April 4

April 25 *if necessary*

May 2

May 16