



**PROFESSIONAL DEVELOPMENT/
FLEX CAL COMMITTEE
MINUTES
October 17, 2019
ROOM 2728
2:30 PM – 4:00 PM**

1. Call to order	M. Smith called the meeting to order at 2:34 PM.
2. Roll Call	Michelle Smith, Co-Chair Shirley Lewis, Co-Chair Ingeborg Bourdon, Faculty Heather Watson-Perez, Faculty Dani Gonzalez, CSEA rep Maureen Powers, Adjunct Faculty (absent) Oahn Lam, Faculty (absent)
3. Agenda approval	H. Watson-Perez motioned to approve the October 17, 2019 agenda; D. Gonzalez seconded the motion; motion carried.
4. Approval of Minutes	I. Bourdon motioned to approve the October 3, 2019 minutes; H. Watson-Perez seconded the motion; motion carried.
5. Comments from the Public	No comments from the public.
6. Professional Development	Funding requests (30 minutes max) 6.1 Dorene Adams (05F19) denied 6.2 Nicole Gentile (06F19) denied (out-of-state inessential) 6.3 Taryn Sigl (07F19) denied (out-of-state inessential)
7. Action Items	7.1 <i>Committee Member Length of Terms</i> – D. Gonzalez voted to approve the motion of two year terms; S. Lewis seconded the motion; motion carried.
8. Information/Discussion Items	8.1 <i>Spring Professional Development</i> 8.1.1 <i>Keynote Speaker</i> – The committee considered possible keynote speakers for Spring Convocation on Friday, January, 10 th , 2020. S/P Esposito-Noy contacted Elaine Lin Hering of the Triad Consulting Group while H. Watson-Perez will contact Dr. Pedro Noguera at UCLA. 8.1.2 <i>Events at Campus Centers</i> – Professional development events will be held at the campus centers to highlight their programs. Thursday, January 9 th will be hosted at the Vallejo Center and Tuesday, March 10 th will be hosted at the Vacaville Center.

8.2 *Review Application Rubric* – The PDFC committee completed the revisions of the application rubric. The final draft will be submitted to the Academic Senate for review.

8.3 *Review Draft of PD Handbook* – The committee considered the SCC “Code of Ethics” as a potential basis for the “Responsibility” section in the handbook. The committee will continue to develop the handbook in subsequent meetings.

8.4 *PD System Tools/Task List* – tabled

9. Announcements

9.1 *The Foundations of Happiness at Work* – M. Smith informed the committee that free online courses are available through BerkeleyX (UC Berkeley). The committee endorsed the concept of free, online professional development opportunities with the recommendation of vetting courses before advertising to the campus community.

10. Adjournment

Meeting adjourned 3:59pm

All meetings will be held in 2728 from 2:30PM – 4PM unless otherwise noted.

November 7

November 21

December 5