

March 14, 2017

3:30-4:30, AC 229

Minutes

Present: Tonya Hersch, Gina Longo, Stacey Lince, Nicole Oldendick, Beth Patel, James Stopher,

Absent: Connie Lehua, Javier Urena

Beth Patel led the meeting.

Agenda Review

Today's Agenda approved.

Minutes

Minutes from Feb 28, 2017 meeting were approved.

- PD Needs Assessment
- Flex Discussion
- Faculty/Staff Appreciation Luncheon

Classified Professional Development Funding Requests

- Two requests for funding from Fiscal Services Staff (David Erlenheim, Mayra Ramirez) to attend the Annual Purchasing Conference in San Diego were approved for \$500 each.
- In reviewing the requests, the necessity to revise the CPD Funding Request form was discussed. It looks as though the form has categories that might be required for faculty & may not be necessary or relevant for classified staff. May need to check Title V/Ed Code.

PD Needs Assessment

- Nicole will review notes from surveys from CPDD & provide a synopsis of what classified staff are interested in.
- Discussion regarding posting a classified staff proposal form on PD website, similar to the faculty form.

Flex Discussion: Next Academic Year

- Beth met with Jonathan Eldridge & Cari Torres to discuss how to take Flex to the next level.
Some ideas were:
 - Building the Flex program around a theme.
 - Use the report from the Accreditation Team visit as a guide for Flex programs
 - Themes to focus on SLO's, Multiple Measures, Diversity, Inclusivity, Equity, and Accessibility on all levels.
 - When sending Call for Proposals – focus on Equity, Diversity, & Inclusion.
 - Beth is meeting with HR, IT, Academic Senate regarding online flex verification forms & fully integrating/migrating the PD webpages to the format of the COM website. Need to

make sure that if we move to an online version that it meets guidelines, Faculty contract, and is ADA compliant.

New PDC Member/Resource

- Beth suggested inviting Shirleigh Brannon, new COM Library employee, to join PDC, as a resource. She worked formerly at Butte College has experience with Professional Development.

Faculty/Staff Appreciation Luncheon

- Scheduled for the Thursday, May 25th (during finals week) from 12-1:30
- Will ask Greg Nelson to emcee.
- Same décor as before, red balloons, posters, postcards
- Plan for approximately 175 attendees.
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Next Meeting is Tuesday, March 28, 2017.

Future Agenda Items: Faculty/staff appreciation luncheon continued.