

## Professional Development Committee

### Minutes

October 10, 2017

3:30 – 4:30p.m. AC 303

**Present Members:** Carol Hernandez, Tonya Hersch, Beth Patel, and James Stopher,

**Resource:** Nicole Oldendick & Shirleigh Brannon

**Absent Members:** Shook Chung, Connie Lehua, Gina Longo, and Javier Urena

**Beth Patel led the meeting.**

- Review Approve today's agenda.
- Review/Approve Minutes from September 26 meeting – **postponed until Oct. 24**
- Debrief Oct. 4 Faculty Flex/Classified staff PD Day
  - Content Feedback
    - Letters of disappointment about the Equity Summit from staff
    - Majority of evaluations
      - Material went too quickly
      - Too faculty centric
    - We could have used a scenario about a hiring committee to discuss equity issues
    - Presenter Issues:
      - Timing and the pacing were off
      - Unorganized & unprepared
      - Didn't incorporate the recommendations of PDC to address staff and adjust timing
    - Response about issues with the presentation
      - Send an email just to staff
      - The presentation was a disappointment and not what we intended
      - Include positive feedback as well
      - Beth will draft a response and get feedback from the PDC
    - Survey Monkey Suggestion
      - Where would people like to go forward with these issues
      - An opportunity to use the appreciative inquiry model right away with everyone
      - We might wait on this for now.
  - Logistics
  - Budget
  - Future planning
  - Review Professional Development budget

- For the Equity Summit, we paid for the lunch from PD funds and 3CSN paid for the breakfast. We will need to move some funds around or get more from another source before the faculty/staff appreciation lunch in the spring. The lunch was \$3,234.19 and breakfast was \$1,513.34. In addition, we paid \$120 for David White to set up the stage/AV for the presentation in the theatre.
- PRAC Orientation – Oct. 20 from 11-1pm – Committee members are invited to participate.
- Future topics – website design, teaching and learning center.
- Adjourn