Professional Development Committee Meeting Minutes: April 23, 2019 (1:30-2:30 in H-206)

Present: Joseph Alonzo, Lynnette Beers-McCormick, Sue Denim, Kathy Hall, Veronica Hurtado, Vanessa Jones, Cindy Partida, Martin Stringer, Liz Thomas, Christine Umali Kopp

1. Update on the timeline for the fall semester:

   Week 7 (March 25) First general call for proposals
   Week 9 (April 15) Second general call for proposals
   Week 11 (April 29) All proposals are due and finalized
   Put the calendar together / edit the calendar
   Week 13/14 (May 13) Senate approval (depending on mtg schedule)
   College Council approval
   Week 15 (May 28) Email/post calendar

   Lynnette has reached out to Scott James, who needs to coordinate with Amanda Carpenter before finalizing. She has also reached out to the EEO folks, but she has not yet heard back.

2. Discuss Syed Rizvi’s email and the request for a student conduct/discipline session.

   Kristine suggested the email was the result of a discussion regarding how to educate everyone regarding discipline issues. She said there will be another meeting next month at which Laurie will give a presentation and take suggestions.
   Liz added that convocation was discussed as a way to reach faculty, and a mid-semester meeting might be used to present to staff.
   Kristine said that Sayed’s email was meant as a placeholder for a possible session so as not to miss the deadline for submissions, since the discipline group’s next meeting isn’t until after Senate would have approved the calendar. She said that if the presentation was to be mandatory, it would have to go through Senate and College Council.
   Joseph said that the Guided Pathways Leadership Team is putting before the President the intention to use Convocation as a working meeting.
   Kristine will speak to Sayed and Doug and get a proposal to Lynnette by Monday.

3. Review/edit the latest draft of the professional development calendar

   Most edits were for wording.

4. Martin approached Manny regarding staff training. They agreed to two sessions: Friday May 24 11-1 and Friday May 31 11-1. The committee agreed this was a good start.