



HARTNELL COLLEGE

**Professional Development Committee
Minutes
Monday, February 22, 2021, 1:45 p.m.
Zoom**

MEMBERS

Name	Representing	Present	Absent
Lyle Engeldinger	CHRO; co-chair	X	
Moises Almendariz	Administrative	X	
Augustine Nevarez	Administrative	X	
Melissa Chin-Parker	Administrative	X	
Laura Otero	Professional Development Center	X	
Janet Flores	Faculty	X	
Sunita Lanka	Faculty	X	
John Perez	Faculty		X
Nancy Wheat	Faculty	X	
Nancy Reyes	Faculty	X	
Jazmin Rios	Faculty		X
Janeen Whitmore	Faculty, Flex Coordinator, co-chair	X	
Erica Rowe	HR Professional Development	X	
Belen Gonzales	CSEA	X	
Marlene Tapia	CSEA	X	
Mishell Guzman Espinoza	Student	X	

Others

Name	Title or Representing	Present	Absent
Belle Lozada	HR Staff	X	
Cristina Zavala	Confidential	X	

CALL TO ORDER & INTRODUCTIONS

Meeting called to order at 1:47 pm.

Belle announced that she is leaving Hartnell on March 24. She introduced Cristina Zavala who will assist the committee with agenda and minutes during the transition.

ACTION ITEMS

1. Agenda was approved
2. February 22, 2021 minutes were approved

INFORMATION/DISCUSSION/PRESENTATION

Hartnell College Vision Statement: *Hartnell College students will be prepared to contribute as leaders to the intellectual, social, cultural, and economic vitality of our communities and the world.*

Hartnell College Mission Statement: Focusing on the education and workforce development needs of communities in the Salinas Valley, Hartnell College strengthens communities by providing opportunities for students to reach career and/or academic goals (associate degrees, certificates of achievement, transfer to four-year institutions) in an environment committed to student learning, achievement and success.

1. 4CSD Conference

Due to schedule conflicts, no one from the committee was able to attend. It was suggested to check if any sessions were recorded and if we could access them.

2. Educator in Residence series

Janeen announced that communication has gone out to the campus about Ben Percy and Diego Navarro. Mishell offered to share with ASHC. Janeen will email her the flyer.

4. Travel and Conference Grant

Belle reminded everyone that the next round of applications is due on April 15.

5. Onboarding and Socialization Workgroup

Lyle said he would like to invite anyone interested to join HR in our efforts to reinvent onboarding and socialization for Hartnell employees. Please send him an email if interested. Laura said she has some ideas including an employee onboarding course.

6. President's Task Force on Equity

Erica is part of this task force. They want to know how we can improve professional development and would like to combine forces and schedule a time to meet. Laura would like to be involved.

STANDING REPORTS

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|---|-------------|
| 1. Flex Coordinator | J. Whitmore |
| Janeen sent a reminder email earlier today regarding flex approvals. | |
| 2. PDC Coordinator | L. Otero |
| Laura sent a "Tips and Tricks" email. She encourages everyone to subscribe to the YouTube channel, which she updates frequently. | |
| 3. HR/Training update | B. Lozada |
| The management training session regarding the CSEA contract was recently conducted. The next round of Bilingual Stipend exams will be on April 2. | |
| 4. Classified Staff Development Committee update | L. Otero |
| Laura reported the last sessions was on Professional Writing and Email Etiquette. We received positive feedback. | |

ADJOURNMENT

Meeting adjourned at 2:32 pm.

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