



HARTNELL COLLEGE

**Professional Development Committee
Minutes
Monday, September 20, 2021 1:00 p.m.
Zoom**

MEMBERS

Name	Representing	Present	Absent
Linda Beam	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
Jennifer Baumbach	Faculty, Flex Coordinator, co-chair	X	
Erica Rowe	HR Professional Development		X
Belen Gonzales	CSEA		X
Marlene Tapia	CSEA		X
VACANT	Student		

Others

Name	Title or Representing	Present	Absent
Cristina Zavala	Confidential	X	

CALL TO ORDER & INTRODUCTIONS

Meeting called to order at 1:03 pm.

Jennie introduced herself and the committee went around introducing herself.

ACTION ITEMS

1. Agenda approved.
MSC: Chin-Parker/Flores
2. May 17, 2021 Minutes
MSC:

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.]

INFORMATION/DISCUSSION/PRESENTATION

1. Review of Committee Handbook

J. Baumback

Jennie reviewed the committee handbook and the committee's responsibility and purpose.

2. Student Success Conference

J. Baumback

2-day convocation, 12-hrs of flex time. Jennifer ask if there were any ideas.

Laura shared a thought about the process in prior years. Usually, there was a sub-committee.

Jennifer asked the members email her with other suggestions and ideas.

3. Educator in Residence Update

J. Baumback

We had (Jean Foxtree) an educator in residence was contracted to present twice, but due to COVID was only able to do one presentation. We have the option to keep her for the year and just add a second person. Jennifer asked if this is something the committee wanted to do or perhaps have a different educator in residence.

This will allow us to hit a lot of different topics. One thing would be keeping her for keynote will set the theme.

Equity at the Heart of Hartnell was the theme last spring. The committee was asked if this something that we would want to do again? Perhaps, equity for distance education, would be a good theme? Student Success conference will still be through zoom. The theme suggested was, "Online Education Equitable and Here to Stay" or "Looking Towards the Future." Moises suggested perhaps having a more specific/focused theme.

Jennifer will talk to Linda and get the key concepts out and see how we all feel and head that direction. Having a variety will make for happier attendees.

If Jean Foxtree fits within this theme we will keep her for student success conference if not, we can get her to present at a different time.

STANDING REPORTS

1. Flex Coordinator

J. Baumback

Jeannie presented flex requests that have come in so far and reviewed them with the committee.

#1. All members agreed on the flex credit request from Mercedes Del Real

#2. Requesting flex credit for obtaining CCC to HBCU Certification as a college. (all agreed)

#3. Norma Cuevas, requesting flex credit for Careers Ladder Project. (all agreed)

#4 Laura Fatuzzo, requesting for CAP Webinar Series. (all agreed)

#5 Emily Gutierrez, seminars that focus on curriculum, on the curriculum committee and how she can become familiarized. (all agreed)

#6 Emily Gutierrez, current employment market for students in CSS. Asking for 10 hours of flex credit. (all agreed)

Conference/Travel Grant – Application for National Conference for Higher Education in Prison. Allow to bring innovative guest speakers, program ideas and growth opportunities back to the Rising Scholar Program. All agreed, still want to have a record.

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Jennie will email it out with the rubric so that all are on the same level.

2. HR/Training Update

L. Beam

3. Professional Development Center

L. Otero

Laura gave an update on her area. A lot of signups for the workshops and online training signups.

4. Classified Staff Development Committee

L. Otero

Things are going well for the Classified Leadership Academy, they wanted to come and ask for dedicated funding. Specifically, for (using \$12,000), had 24 members in the co-hort and the workshops were open to others as well. The outcomes were developed in line with the chancellor's office. Looked at all the job descriptions for the management. Asking for \$6,000 – perhaps will have to get a formal presentation. Classified staff development day – funds from PDC already went to that before.

Jennie proposed tabling a discussion until we know what our budget is. Would need to know as soon as possible as they committee is already looking into booking speakers. Because of the meetings being once a month perhaps we can send out the information to the committee so they can vote online. Once we get the budget information we will be able to make a decision.

When Lyle was here he was interested in opening it up to faculty and administrators. The more people that we have participating we have scale it up.

ADJOURNMENT

Meeting adjourned at 2:07 pm.

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