



**Professional Development Committee
Minutes
Monday, September 23, 2019, 1:45 p.m.
D-128**

MEMBERS

Name	Representing	Present	Absent
Terri Pyer	CHRO; co-chair	x	
Moises Almandariz	Administrative		x
Joy Cowden	Administrative	x	
Augustine Nevarez	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
Janeen Whitmore	Faculty, Flex Coordinator, co-chair	x	
Erica Rowe	HR Professional Development		x
Belen Gonzales	CSEA	x	
Marlene Tapia	CSEA	x	

Others

Name	Title or Representing	Present	Absent
Belle Lozada	HR Staff	x	
Matt Trengove	Administrative	x	

CALL TO ORDER & INTRODUCTIONS

Meeting called to order at 1:57 p.m.

ACTION ITEMS

1. Agenda was approved J. Whitmore
2. August 26, 2019 minutes were approved J. Whitmore

INFORMATION/DISCUSSION/PRESENTATION

1. Convocation M. Trengove
Matt presented survey results. Overall, the feedback was positive; however, the “all college” format

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wasn't clear to everyone. Some commented on the poor acoustics in the Student Center. A recommendation was to put speakers in the back of the Student Center.

2. Travel and Conference forms update T. Pyer
Three applications were submitted. Reminder to committee members to score the applications if they haven't done it yet. The application will be revised to tie in the four goals of the strategic plan and will be ready for the next round.
3. Innovation Grant T. Pyer
There were no presentations at Convocation this year from the previous year's recipients, and that usually triggers excitement and ideas for faculty and staff to apply for their own innovation grant. No applications this round. Applications will be extended to February, after Student Success Conference.
4. Educator-in-Residence 2020 J. Whitmore
No nominations at this time. There was discussion on recommended speakers. The Student Success Conference Ad Hoc Committee will continue discussion.
5. Student Success Conference 2020 J. Whitmore
Meeting will be on Monday, September 30.
6. First Year, First Friday T. Pyer
The group toured the Athletics department last month. Next month will be at The Western Stage.
7. 4CSD Conference J. Whitmore
Next meeting will be on March 4-6 in Claremont. Great way to network. Funds available for one person from the committee to attend.

STANDING REPORTS

1. Flex Coordinator J. Whitmore
Janeen reported there were 4 flex requests.
2. PDC Coordinator L. Otero
Laura reported that over 50 people enrolled, and 33 enrolled for online courses. The PDC page was updated with the available face-to-face courses and online courses.
3. HR/Training update T. Pyer
Terri discussed the sexual harassment training required by legislature.

ADJOURNMENT

Meeting adjourned at 3:10 p.m.

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