Professional Development Committee  
October 11, 2011  
3:30 – 4:30 P.M.  HC 124  
Meeting Summary

Present: 
Arnulfo Cedillo, Chialin Hsieh, Devon Kinka, Kathleen Kirkpatrick (Staff Resource), Linda Beam, Paul Fanta, Yolanda Bellisimo

Absent: Anne Gearhart

Agenda

1. AGENDA  
2. MINUTES  
3. COMMITTEE CHAIR  
4. PD PLANING  
5. JANUARY FLEX  
6. COMMITTEE REPORTS  
7. NEXT MEETING DATE AND AGENDA

Minutes

Agenda  
- It was agreed by consensus to approve the Agenda as listed above.

Minutes  
- Minutes of September 13 approved by consensus.

Committee Chair  
- Kathleen reported that GRC is in general agreement that staff resource can facilitate meetings since specific responsibilities of staff resource are not outlined. Staff resources provide support for committee work which could cover facilitation.

PD Planning  
- Chialin reported that focus groups she’s been conducting indicate need for more PD.
- Need for clearer definitions of mandated training and who/what required.
- Keenan will be providing more services to COM which include access to mandated training modules – most of which are online. Work with them to identify topics and accessibility.
- Suggestion to form workgroup of those involved in mandated training to work with Keenan Rep.
Agreed to form “work group” of those involved in mandatory training and meet with Keenan representative. Work group should include Keenan Rep./Monty, HR/Linda Beam, College Police/Mitch LeMay, College Operations/Kathy Joyner, Staff Development/K. Kirkpatrick and others as identified.

**January Flex**
- Discussed January Flex program.
- Program should include Moodle training.
- Convocation – SLO theme?
- Also something fun and upbeat that can serve as a team-building activity.
- Kathleen will put out request for presenters on SD Listserv for dynamic, upbeat speaker.
- Linda will also check her resources through HR.

Agreed to solicit dynamic, upbeat speakers for consideration for January Flex team-building activity.

**Committee Reports**
Not addressed. Lack of time.

**Next Meeting Date & Agenda**
Next meeting scheduled 3:30 PM October 25.

Agenda Items:

Agenda items may be e-mailed to kathleen.kirkpatrick@marin.edu