Professional Development Committee
November 22, 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. PD UPDATE
4. NEW FACULTY ACADEMY
5. JEAN STEEL
6. FLEX
7. NEXT MEETING DATE AND AGENDA

Minutes

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

Minutes
• Minutes of October 25 were approved with one revision that corrected the meeting date.

PD Update
• Kathleen reported there will be a two-day hands-on Moodle training December 1 & 2 presented by Micah Orloff of @One.
• Data Dashboard sessions are also being offered and communicated via global email.
• Chialin took the draft PD Plan to Cabinet. The President wants to study it.
• The Mandatory Training work group is scheduled to meet.
• Convocation/Flex update: President Coon wants something that has a broad appeal to all employees. He is ok with closing down the campus for a couple hours so everyone can participate.

NEW FACULTY ACADEMY
• The Senate is discussing ideas. Yolanda will bring them to next PDC meeting.
• Suggestion that PDC take a lead role in developing recommendations and agendas as there doesn’t seem to be clear direction from administration. Important to incorporate Senate suggestions.

Jean Steel
• Discussed proposal received from Jean Steel.
• Arnulfio commented on the keynote she presented to students at the state conference. It was a huge success and students were lined up to talk to her afterwards.
• Several options including morning and afternoon sessions and something for managers.
• Manager’s workshop could be themed around conflict management and improving communication with employees.
• College-wide activity themed around team-building, getting to know each other, making connections.

Flex
• Discussed several activities being planned including Moodle training and highlighting the newly revamped OWC.

Next Meeting Date & Agenda
Next meeting scheduled 3:30 PM November 29.

Agenda Items:

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