Professional Development Committee
March 26, 2013
3:30 – 4:30 P.M.  AC 108
Meeting Summary

Present:
Anne Gearhart, Arnulfo Cedillo, Cheo Massion, Devon Kinka, Kathleen Kirkpatrick (Staff Resource), Kristina Combs and Paul Fanta

Absent: Alex Zavala, Chialin Hsieh (Staff Resource) and Kevin Gramajo

Agenda

1. AGENDA
2. MINUTES
3. INNOVATIVE EDUCATORS WEBINARS
4. PD /FLEX PLANING
5. AT RISK FOR FACULTY AND STAFF TRAINING MODULE
6. PD PLAN

Minutes

Agenda

• Approved by consensus.

Minutes

• Approved minutes of March 12, 2013 meeting by consensus.

PD Update

• Kathleen reported the first two Campus Safety Workshops were presented by Campus Police. Attendance at Ktd. was small. After a targeted email to IVC managers and staff, the IVC session had over 10 attendees. The next workshops are scheduled for April 24 and 25 at Ktd. All employees are being strongly encouraged to attend.

• Over 20 people attended the “Improving Student Learning Using Kurzweil 3000” workshop on Friday, March 15. The workshop was presented by Stacey Kayden of the state CCC High Tech Center.

• Devon is working with Keenan to have employee emails uploaded so we can launch the Keenan training modules college-wide. All employees other than hourly personnel will have an individual account they can log into to access the training modules.
Innovative Educators Webinars

- Kathleen reported that there is one pre-paid Innovative Educator Webinar still available from the PO we did last summer.
- The committee reviewed 4 upcoming Webinar topics that support feedback from the PD Needs Assessment as well as goals and objectives in the EMP and Strategic Plan.
- Kathleen requested that the committee identify which topic they recommend as the top priority to offer as the pre-paid Webinar.
- The committee selected the webinar about “Growth Mindset” being presented on 4/24 as the top priority, but also requested that PD funds be allocated for “The New At Risk Student” on 5/1 and “Strategies that Inspire Students & Promote Long-term Retention” on 4/18 also be purchased.

PDC agreed to offer the “Growth Mindset” webinar on 4/24.
Kathleen will check PD funds and if funding is available will complete PO for the “At Risk...” and “Strategies that Inspire Students ...” Webinars and will proceed with scheduling and promoting all three Innovative Educator Webinars.

PD /FLEX PLANNING

- Kathleen reported that there are only 2 Flex days scheduled for the 2013-2014 calendar year.
- By UPM contract, one mandatory Flex day must be offered the day before classes begin each semester. It is composed of College Convocation planned by the President/District and Department meetings.
- Since there are no Independent Flex days next year, there are currently no activities for PDC to plan.

At Risk For Faculty and Staff Training Module

- Kathleen reported that Kognito, the same company that produced the “Veterans On Campus” online module funded by the Chancellor’s Office also has a training module available to all CA CCs titled “At Risk for Faculty and Staff” focused on how to identify and refer at risk students.
- She arranged for COM to access, but we need to provide resources for the COM information sheet that will be included in the training.
- Arnulfo said he could provide the information needed. Kathleen will send Arnulfo the information sheet to complete. Once that is received COM will be able to launch the training module.

Once Arnulfo provides the information for the local resource sheet, Kathleen will proceed with logistics and promotion so employees can access the “At Risk” training module.

Next Meeting:

- April 16, 3:30-4:30 –location TBA due to closing down HC building.