DRAFT

VENTURA COLLEGE

Minutes of the Professional Development Advisory

Date: Monday, January 22, 2018

Present: Sharon Beynon, David Bransky, Gigi Fiumerodo, Helen Galindo, Jenna Garcia, Chez Harper, Dan Kumpf, Maria Reyes-Sanchez, Lynn Wright, Beatriz

Zizumbo

Recorder: C. Harper

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Call to order	The meeting was called to order at 2:00 PM.			
Welcome & Approval of Previous Meeting Minutes	Lynn motioned to approve the minutes from November 27, 2017. Maria seconded the motion. Minutes adopted at 2:02 PM.			
Update on Request to present/Pirate Talks	The final Spring 2018 Pirate Talks schedule will be ready for publication/distribution hopefully by January 29 th . Should already be on the search for Fall 2018			
	presenters.			
	Faculty Academy needs to present at least once per semester.	Notify Fac Acad to get on schedule.		
	Spring 2018: Faculty Academy – share what was done in the wake of the Thomas Fire regarding finals, how to better prepare for future incidents. Discuss how Canvas was utilized/helpful during DIS leave.			
	Recent returners from Sabbatical should share their experience and the process.	Identify and invite recent Sabbaticalers to prep a talk.		
	VC Faculty Experience (formerly NFE) will participate. Sharon Beynon to coordinate with Jenna.	Sharon & Jenna coordinate		
Diversity in Culture Festival General Update	Confirmed the \$20,000 budget.			
	Currently working to fill days/classroom presenters.			

		I	
Diversity in Culture Festival General Update (continued)	Keynote speaker search is ongoing. Will announce Art Contest in few days. Focusing on the "community" theme. Steve Turner is working with many organizations to come and exhibit. Working on having students share their stories. Any ideas for presenters/entertainment please email Gigi.		
Professional Development Plan for the Year - Subcommittee	Subcommittee set up to brainstorm and create the proposal for 2018-19 P.D. budget. Proposal is due March 1, 2018 Proposal must include future events. Ask for everything – do not piecemeal ideas – develop a complete program. Ask for a lot, then scale back as needed.	Meet on January 29 th	Dan, Lynn, Sharon, Jenna, Kammy, Chez
Leadership Academy, Emotional Intelligence, & Mindfulness	David and Kim discussed EI & Mindfulness training for leaders/those on management level tracks. Previously, Leadership Academy held once per month, with homework. Kim could handle Emotional Intelligence section while others on campus could handle the Mindfulness training. David will discuss with Kim and email ideas to Dan/Chez to share with P.D. group. Group consensus: This should be for all on campus, not only people on leadership and management tracks.		

Leadership Academy, Emotional Intelligence, & Mindfulness continued	Focus on Emotional Intelligence and Mindfulness first, Leadership last.	
Mindrainess continued	Q. What is time commitment?	
	Many P.D. groups have Leadership Academies. (Example: CoC)	
	We do need to look at from standpoint of sustainable training, like Faculty Academy.	
	Outside resources should be utilized for larger impactful workshops.	
	We need to devise a program and get it funded. (An entire P.D. program, which includes the EI/Mindfulness.)	
	David will report on his discussions with Kim.	
VC Faculty Experience (a.k.a. NFE - New Faculty Experience)	Nathan, Dan, Kim, & Sharon met to discuss how Faculty Experience could continue on, as opposed to ending at end of each semester/year.	
	Continue with mentors that carry on over multiple semesters.	
	VCFE currently meets 2 to 3 times per month covering topics such as tenure process, group talks/events, find-a-mentor, campus/department tours, etc.	
	VCFE is looking to rebrand and expand. (Hence, VC Faculty Experience)	
	Would like input as to how VCFE and P.D. could integrate. Sharon will begin attending P.D. meetings as VCFE representative – to gain involvement.	
VC Faculty Experience	Question: How can P.D. assist?	
(a.k.a NFE - New Faculty Experience) continued	Answer: P.D. & VCFE trying to change culture by attending events, participating, and sharing	

	experiences.	
	Should be working as a 3-group committee: P.D., VCFE, and Faculty Academy.	
	Jenna will join next VCFE meeting to discuss Pirate Talks and the benefits of attending and/or presenting.	
FLEX Days – January 2018	Great turnout for both days. Captivating Cos. had over 50 RSVPs in Eventbrite with many more attending in person.	
	Technology training had highest turnout ever, many more people than expected. Safety not well attended. Active Shooter training attendance was not great, but was o.k.	
	Majority of response was positive for CapCos, although less talk and more interaction would have been better.	
	Future: Revisit this general topic (presented by CapCos) for those who could not attend.	
	For those who attended, carry on to next round.	
	General comments: CapCos is willing to meet, pro-bono, to give us perspective on how to develop our own program.	
	We need to send a follow-up survey to participants.	
	Valuable training, needed more interaction, more diversity, need perspective on how to use these new ways of communicating.	
	Consistent follow-up is needed – ongoing and sustainable training to create the behavioral changes in the brain's pathways.	
FLEX Planning – Spring 2018	Tech day – yes	
	Communication workshop – yes	

	Guided Pathways - ?		
Adjournment	Meeting adjourned at 3:07PM.		
Next meeting	February 26 th at 2:00 PM.		