

**Ventura College Professional Development
Coordination Council
Minutes
Thursday, October 9th, 2019
1:00-2:30pm
Sciences Division Conference Room**

Membership

Dan Kumpf

Felicia Torres

Olivia Long

Chez Harper

Kammy Algiers

Colleen Coffey

Agenda Item	Discussion Notes	Action?
1. Call to Order		
2. Adoption of Agenda		
3. Set future meeting day/time	1 st & 3 rd Fridays from 10:00-11:30am.	
4. Confirm Charge	Colleen will get this on Academic Senate's agenda for 10/17 so they are aware.	
5. Discuss/Set Goals	<ol style="list-style-type: none">1. Provide professional development opportunities to all employees of VC to improve their job performance and service to students.2. Identify barriers to campus-wide participation in PD activities.3. Develop a timeline (to roll out 2020/2021) in collaboration with various	

	VC departments to anticipate and address the PD needs of the college.	
6. Discuss Undocumented Student Week—Lunch \$	This expense to provide lunch vouchers to participating employees was approved.	
7. Discuss FLEX a. January 2020 b. Spring 2020	Discussed incorporation of this year's themes (i.e. trust, transparency, celebrating success, and communication) in our PD to greatest extent possible. Chez will pull together some bios for potential speakers for group to review at next meeting.	
8. Lynn Wright to present campus-wide PD initiative	Lynn was unable to attend today. Will take this up at a future meeting.	
9. Future agenda items		
10. Adjournment		