**Professional Development Committee Meeting**

**January 25, 2016**

**Agenda**

 **2:00 PM – 3:00 PM**

 **LRC 136**

**Faculty and Staff Professional Development Committee**

**Charge:** The Professional Development Committee provides ongoing professional learning leadership for Faculty, Staff, and Administrators. The committee is made up of faculty, classified staff that represent the Classified Senate, and administrator representation. The committee is charged with (1) developing equitable processes for the disbursement of contractually-obligated professional development funds; (2) developing Flex Week activities, (3) hosting other professional development activities related to academic, professional and pedagogical matters that foster the continued professional growth of the members of the faculty as specialists within their disciplines as well as community college educators, (4) hosting professional development activities that support the ongoing development of the classified staff and administrators.  In addition, the Professional Development Committee monitors compliance with portions of Accreditation Standard IIIA.   The Chair of the Faculty Professional Development Committee serves as a member of the Accreditation Steering Committee.

**Membership:** Open to all interested faculty and classified staff members; includes one  AFT representative and one student representative.

**Co-Chairs:** Dean, Distance Education, Professional Development, Social

 Science & Humanities, Faculty Co-Chair and Classified Co-Chair

* Approve November 23, 2015 meeting minutes – Sharon
* Self-assigned Flex Day – Tuesday, March 1 -
* Professional Development workshops Ideas for spring 2016 – Gwen, Sharon, Eileen
	1. New Department Chair Training
	2. Workplace Bullying
	3. Colloquium
	4. How to Take Meeting Minutes
	5. Distance Education Workshops
	6. Title 9 Workshops
	7. Distance Education Summit
	8. President’s Lunch Forum
* 4CSD, April 7 & 8 - Gwen
* Classified Staff News - Eileen
	1. Classified Staff Retreat, March 22
	2. State Classified Senate Meeting at VC, March 11 & 12
	3. Classified Leadership Institute, June 16-18
* Diversity in Culture Festival April 12-14 Update - Gwen
* Upcoming College Events - Gwen
	1. Black History Month
	2. Caesar Chavez Day
	3. Women’s History Month
	4. Fundraiser Dinners
* Other?
* Next meeting: February 22, 2016