

Professional Development Advisory Group Meeting
September 25, 2017
2:00 – 3:00 PM
MCW 312

Faculty and Staff Professional Development Advisory

Charge: The Professional Development Advisory Group provides ongoing professional learning leadership for Faculty, Staff, and Administrators. The advisory group consists of faculty, classified staff who 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 Advisory Group monitors compliance with portions of Accreditation Standard IIIA. The Chair of the Faculty Professional Development Advisory Group 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, Sciences & Professional Development, Faculty Co-Chair and Classified Co-Chair

1. Welcome
2. Approval of August 2017 Meeting Minutes
3. Professional Development Plan for Coming Year
4. Professional Development Budget Request Based on the Plan
5. Funding for Diversity and Culture Festival – Dan, Gigi
6. Diversity and Culture Festival General Update – Gigi
7. Update on Request to Present/Pirate Talks – Jenna
8. Recap of PD Flex Days Presenters/Topics Meeting (held September 18th)
9. Instructional Technologist P.D. Topics (Please see reverse for list of topics) – Matt & Sharon
10. Subcommittee Reports on FLEX Days
11. Funding for CPR Training – Dan
12. Library – Lunch and Learn
13. Budget
14. Adjournment

Instructional Technology P.D. Topics (Matt Moore & Sharon Oxford)

1. The *Turn It In* rep had a successful presentation to about 8 faculty.
2. The Instructional Technologists are offering Open Studios on Fridays from 10 – 12 (varied topics are listed on the web site.)
3. The next Online Teacher Training Course in Canvas starts on Sept 25th.
4. There is an additional OTTCC starting October 30th.
5. Finally, One Drive – How is your portable filing system working for you? (Instructional Technologists are happy to demo)