

MINUTES

VENTURA COLLEGE

Minutes of the Professional Development Advisory

Date: Monday, February 27, 2017

Present: D. Bransky, P. Clinton, T. DeClerck, E. Crump, M.T. Fiumerodo, J. Garcia, B. Hart, Grace Khatcherian-Greaney, D. Kumpf, M. Moore, S. Oxford, M. Reyes Sanchez; M. Millea, R. Trevino, L. Wright.

Recorder: D. Hartman

Absent: K. Algiers, K. Clark, J. Esquivel, J. Garner, H. Galindo, C. Sidnam,

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	Dan Kumpf welcomed the committee members.			
Approval of previous Meeting Minutes	Lynn Wright motioned to approve the January 23, 2017 minutes and Philip Clinton seconded the motion.			
Workshop updates	<p>Matthew Moore and Sharon Oxford shared that they would be happy to provide Canvas Training for instructors during Flex day on 4/21/17. They offered to provide the training as a webinar, as well.</p> <p>Dan is working with Cindy to get postcards for 3/8/17 printed; when there will be an event involving the Faculty Academy.</p> <p>As of this meeting there was a Classified retreat scheduled for 3/15/17.</p> <p>An ice-cream social and puppies on campus event is planned for 5/10. Posters will be needed</p> <p>The Cultural Responsive Training on 4/20/17 will be offered from 8:30am-3:30pm. The postcards are ready to be printed. Cindy's estimate for 500 is \$68.00</p>	<p>The postcards will be stuffed in the inboxes</p> <p>Call the Psychology club and inquire about bringing the puppies on campus, again.</p>		<p>Cindy's assistant</p> <p>Dan</p>
Diversity in Culture Festival	Gigi has a working schedule for the main stage, classroom and main speakers during the Diversity Festival. She asked for feedback as to whether to invite instructors to bring students to the events. She's been working on finding food trucks, ordering T-shirts and developing an art contest			

Cultural Responsive Training	Tania indicated that she has spent \$575 in publicity for the three campuses. She ordered 24 large posters, 250 small posters and 900 postcards. Funds are needed for food for approximately 220 people which is the capacity of ASC-150, possibly from the Student Success Council (SSC)	Request \$3,000.00 for breakfast and lunch for this training, from the SSC Send postcards for distribution to the other campuses to the V.P.s of Academic Affairs Send an email about this training to all users		Dan Tania Tania
Colloquium	Gigi will talk to Bill Hendrix about doing a presentation at the Colloquium about his trips to Cuba. The event will be held on April 11 from 5-7pm. Bill Hart offered to talk about his experience running an organization in Colombia for Children's education. The suggestion was made that the information from the Achieving the Dream conference be shared during this event.	Contact the V.C. Foundation to sponsor food for this event		Philip
Update on Request to Present	Jena passed a form to be provided to all presenters; asking them to offer what they would like to present. The forms responses will ensure that the presentations would be related to Equity or Student Success to make connections to the Master Plan. Jena will write a blurb about PD workshops and send it to Dan to send to Damien for approval to distribute widely.	Email the blurb before Spring break, to advertise before the end of the semester	Have a deadline of submission in April.	Jena
Fall Flex Days	Tania will confirm if a second day of workshops will be possible for Flex Days in the Fall of 2017. The form created by Jena will be used to request speakers for the Fall.			
Student Success RFP	Lynn, Dan, Kammy and Philip put together an RFP. 19 such proposals were received by Student Success. Dan will submit the PD proposal on 2/28 and will add a dollar amount needed for 4/20/17 workshops' food			
Educational master Plan	Phillip Briggs asked P. Clinton for a blurb about the PD committee to include in the Master Plan. P Briggs provided something that required approval and edits			
Adjournment	The meeting was adjourned at 3:25pm			
Next Meeting	March 27, 2017			