**VENTURA COLLEGE**

**Minutes of the Professional Development Committee**

**Date: April 28, 2014**

**Present:** Lauri Moore, Bill Hart, Sharon Beynon, Andrea Horigan, Ken Drake, Ben Somoza, Rebecca Chandler, Gigi Fiumerodo, Peder Nielsen, Jenna Garcia, Eileen Crump, David Young, Helen Galindo, Perry Martin, Tom Dalton, Ayanna Gaines

**Recorder: Eileen Crump**

**Absent:** Alex Kolesnik, Barbara Cogert, Chelsea Guillermo-Wann, Dina Pielaet, Jose Gutierrez, Philip Clinton, Robert Porter, Sharla Fell

**Minutes:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Agenda Item** | **Summary of Discussion** | **Action (If Required)** | **Completion Timeline** | **Assigned to:** |
| Call to order | The meeting was called to order at 2 pm. |  |  | Gwendolyn Huddleston |
| Flex Week Awards | Flex Week Awards: For both faculty and staff1. Most innovative group on campus 2. Most active contributor on campus3. Most dedicated to students4. Best dressed on campus5. Best "Go-To" person on campus6. Most fun to sit in a meeting with7. Best school spirit | Awards committee meets next Monday, May 5 at 1 pm in LRC 114 to review nominations. |  | Awards Subcommittee |
| Flex Week Games | Campus Spirit GamesJeopardy with six categories: Pop Culture, Oscars, Famous mascots, California History sites, Music, Potion Potable.Each division will be a team. Alex will be technical support, Ayanna is in charge of questions, and Lauri is in charge of prizes. Art Sandford will be asked to host the games.There will also be a physical challenge between divisions.The games will be held in the large gym.The Professional Development Committee will solicit prizes from divisions. | Next Games Subcommittee meeting will be on Monday, May 5 at 1:30 in LRC 205. |  | Games Subcommittee |
| Fall 2014 Flex Week Schedule | Lunch will be provided by the president’s office during Flex Week. The workshops will be scheduled in close proximity to each other.New Faculty Orientation will be in LRC 136 on Wednesday.Part Time Orientation in CCCR.Need signs for workshop locations. The Flex Week Scheduled needs to be completed before end of spring semester.President will discuss safety during his presentation.The New Full Time Faculty Orientation presentation will be similar to last’s years. |  |  |  |
| Fall 2014 Professional Development Offerings | The committee will need feedback from all departments to know what workshops to offer in the Fall Professional Development Calendar.Current list of Fall workshops are:* Travel Fund Pool
* SITE
* Sabbatical workshops
* Grades First
 |  |  |  |
| End of the Year Survey of committee  | Committee completed and submitted End of the Year Committee Survey.  | Eileen will also email survey to committee members.  |  |  |
| Adjournment | The last meeting of the 2013-2014 school year was adjourned at 3:35 pm. |  |  | Gwendolyn Huddleston |