Ventura College

Professional Development Committee Meeting Minutes

Thursday, September 13, 2012

2:00 PM – 3:00 PM

LRC 114

**Welcome and Introductions**

**Attendees:**

* Gwendolyn Lewis-Huddleston, Dean, Social Sciences, Humanities, Distance Education, Professional Development
* Eileen Crump, Title V Cooperative Grant
* Sharon Beynon, English, Professional Development Activity Director
* Peder Nielsen, Athletic Equipment Manager, Classified Senate President
* Ted Prell, Criminal Justice
* Ken Drake, Business
* Andrea Horigan, Sociology
* Gigi Fiumerodo, Faculty Professional Development Committee Chair, Anthropology
* Helen Galindo, Counselor
* Dina Pielaet, Marketing Specialist, Title V Multimedia Outreach Designer
* Tom Dalton, EAC
* Barbara Cogert, Classified Senate

**Documents Received:**

Agenda

Fall 2012 Flex Calendar—updated 9/12/12

**Introductions (Group)**

**Minutes:** Minutes approved from September 13, 2012 meeting

**Update on Classified professional development** (Peder Nielsen)

* Organizing a classified staff subcommittee for professional development planning
* Planning to have a motivational speaker from Disney in January 2013 during school break
* Invite classified staff to presentation from district office, Moorpark College and Oxnard College, open up presentation to other campuses

Update on Professional Development travel fund pool (Gigi Fiumerodo)

* Committee met and reviewed about 15 proposals
* A total of $13600 in funds was available for faculty travel
* Fund was divided into $6,800 for fall semester and spring semester
* Travel receipts need to be submitted within two weeks after travel is completed
* Faculty that are awarded travel fund need to noticed committee if they decide not to attend conference, so that funds can be used for another faculty member
* Consider having a travel blog for faculty to share their travels
* Offer a Flex Week presentation given by faculty member who want to share about a conference they attended
* Dina will create a Professional Development website in WordPress
* Gigi will announce spring 2013 proposal at the end of fall 2012 semester. This proposal will be for January-June 2013 travel.

Update on Professional Development Calendar of activities for fall 2012 (Sharon Beynon)

* Sharon will ask Robin Calote to add a link to the professional development calendar on her weekly announcements
* Dina will create an embedded HTML calendar page that can appear in the Omniupdate website
* Eileen will continue to update the Professional Development Google calendar and VC Announcements
* Eileen will change the word document list of professional development activities beginning with the date listed first
* Dina will create a professional development monthly calendar
* Next meeting committee members will bring new ideas for the spring professional development calendar
* Methods for promoting attendance at professional development activities

1. Free football tickets
2. Lunch with the president
3. Purchase four iPads for faculty to borrow with Foundation grant money
4. Give a ticket every time faculty/staff attend a professional development event and the person who has the most tickets will win a prize

* Andrea Horigan and Sharon Beynon will complete the Foundation Grant application so committee will be able to purchase items that can be used to promote attendance at professional development activities
* Grant application is due on September 20, 2012
* Sharon will ask Robin to ask for professional development ideas on her VC weekly announcements
* Dina will contact Lynda Weinman from Lynda.com for a professional development presentation
* Get professional speakers to donate their time instead of paying a fee

Spring ideas for professional development ideas include:

* Divisions competing against each other

1. Frisbee golf
2. Soccer
3. Card games
4. Baseball

* Invite a speaker from College of the Canyon to discuss how to develop Professional Development activities on Ventura College campus
* Ted Talks