



PROFESSIONAL DEVELOPMENT

APRIL 9, 2018 / 2:30 – 4:30 pm / Room 2410

LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.
- ❖ Coordinate available resources to address current and future professional development needs of faculty, classified professionals, and administrators in support of educational master plan goals.

Meeting Name

Members Present (voting):

David Powers - MSEPS
Gabriela Discua – Student Services
Bill Eddy – Classified
Carolyn Scott – Classified
Elena Cole – A & H

Members Present (non-voting):

Howard Blumenfeld – Chair, MSEPS

Members Absent:

Tim Druley - Classified
Ana Del Aguila - ECD
Ernest Jones – CATSS
Gina Webster - BHAWK
Roanna Bennie – Interim President

Meeting Guests:

Karin Spirn

Meeting Minutes

1. Call to Order: 2:36 pm; quorum established.

2. Review and Approval of Agenda

MOTION: M/S/A

3. Review and Approval of Minutes: March 12, 2018

MOTION: M/S/A

4. Public Comments (*this time is reserved for members of the public to address the Professional Development Committee. In accordance with the Brown Act, the PCD cannot act on these items*). NONE.

5. Old Business

5.1 FLEX days for 2018-19 Academic year (Howard)

Howard sent a message to Roanna after last meeting for a decision on FLEX days; the response is 2nd or 3rd weeks in October and March, a Tuesday or Thursday (but not before the week of Spring break). Roanna and Howard will meet to finalize the dates.

5.2 Thank you gifts for FLEX day speakers (Howard/Rifka)

The gift is an engraved keychain.

5.3 Professional Development in program review (Elena)

Elena, Howard and Karin have worked on the review and there is a final version which has been submitted.

6. New Business

6.1 Conference approvals: 6 applications submitted (Howard)

David Powers, Jennie Graham - Math

Angelo Bummer and Katie Eagan – Global Studies

James Giacomazzi – Basketball conference

David Rodriguez – Research and Planning

Motion to approve the conference requests for up to \$500 requests. Moved/seconded/passed

6.2 Global FLEX day survey results analysis (Howard)

91 people responded; this was a good response: 45% from faculty; 33% part-time; 19 classified; 3% administration. Mostly favorable comments. The main improvement comments were not to hold it after spring break. David Rodriguez will present the session survey form data at the next meeting.

6.3 Thoughts and reflections on Spring 2018 FLEX day (Howard)

Discussion on participation of classified employees. Middle College panel was a good presentation. Mental health session was good but might need another session to clarify issues. Have the RAC session again. District people attended. Carolyn reviewed the classified professional session, including release time for professional development. The flexible calendar will be changed to include classified. This is a session that can be repeated. All these ideas require administrative buy-in. Howard and Carolyn will share this feedback with Roanna.

6.4 Keynote Breakout session briefing (Howard/Elena)

Howard and Elena shared the group comments from the Keynote session.

6.4 Flexible Calendar Survey state reports (Howard)

Howard submits the report to the state, providing 20 activities relating to different areas of professional development, projecting into next year. He will send the areas to the committee for input, to be discussed at the May PDC meeting.

7. Informational Items

7.1 Variable FLEX Part 2 due to Rifka May 15 (Howard)

Rifka will email reminders to people.

7.2 PDC budget update (Rifka)

\$2680 is left the budget; Howard will send out an email for summer conference requests.

7.3 New faculty orientation (Howard)

Next meeting will be Friday, with a presentation by Diane Brady on resource allocations and other questions. The May 11 meeting will be on enrollment management.

7.4 Basic Skills Transformations Grant (Elena)

No updates since last meeting

7.5 Reading Apprenticeship (Elena)

Five people are being supported for training; Elena doesn't know if the 8-month trainer program (which would allow the program to be trained on campus) will be supported by grant money as there needs to be reassigned time. Elena could step down and give her reassigned time.

7.6 The Teaching Institute (Elena)

Frances Hui has requested funds for two sessions (fall and spring) to be scheduled in the evening at Canton Village. The last Institute was about classroom management and syllabi construction. Small groups gathered around specific topics and brainstormed solutions.

7.7 Working Together (Howard)

There was a FLEX day presentation; they will have discussions on next year's plans.

8. Good of the Order

9. Adjournment

MOTION: M/S/A

10. Next Regular Meeting: May 14, 2018

