



## 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.

## Professional Development

**Members Present (voting):** David Powers (MSEPS), Gabriela Discua (Student Services), Bill Eddy (Classified), Carolyn Scott (Classified)

**Members Present (non-voting):** Howard Blumenfeld (Chair/MSEPS)

**Members Absent:** Ana Del Aguila, Roanna Bennie (Administrator), Elena Cole (A&H), Ernest Jones (CATSS), Gina Webster (BHAWK), Tim Druley (Classified)

**Meeting Guests:** David Rodriguez (IRP), Nessa Julian (SSSP/Equity)

# Professional Development

November 13, 2017 | 2:30 PM – 4:30 PM | Room 2410

## Meeting Minutes

### 1. Call to Order

**The meeting was called to order at 2:39 PM**

### 2. Review and Approval of Agenda

**Due to not having a quorum, our committee could not approve the agenda for this meeting. We will retroactively seek approval for the agenda at our December 11 meeting.**

### 3. Review and Approval of Minutes (10/9/17)

**Due to not having a quorum, our committee could not approve the minutes from our October 9 meeting. We will retroactively seek approval for the minutes at our December 11 meeting.**

### 4. (Old Business)

#### a. Berkeley City College TLC Visit

**A site visit to BCC is being conducted on Friday, November 17.**

**The site visit team consists of Thomas Allen, Scott Vigallon, Nessa Julian, and Howard Blumenfeld. Thomas will be representing Basic Skills. Scott will be representing the existing TLC. Nessa will represent SSSP/Equity. Howard will represent Professional Development.**

#### b. Variable FLEX Plans (Part 1)

**The Variable FLEX Plan is due to Howard by November 15 at 5:00 PM.**

#### c. Classified Support for PDC (Update)

**The new AA to the Foundation/Academic Senate officially begins work on November 15. Her role in assisting the PDC has not been defined yet.**

d. Proposed FA Contract Language Changes (Update)

**LaVaughn emailed Howard that the FA is not currently in contract negotiations and that they do not begin negotiations until next year. She reassured him that she was working with Roanna to make sure that the FA Contract is in compliance with Ed Code. She also mentioned that the items that were brought up (5 day timeline for leave rationale, honorary leave, timeline for submission of PDC Proposals) would also be considered when negotiations resume next year.**

5. (New Business)

a. Global & Individual Survey Results and Analysis

**David mentioned that in Spring 2017 there were 590 attendees over 26 workshops (including the keynote) and that in Fall 2017 there were 598 attendees over 31 workshops (including the keynote). Without the keynote, there were 344 attendees in Spring 2017 and 445 attendees in Fall 2017. There was increased participation in the completion of evaluation forms. The three most attended sessions were (in order) the keynote, Guided Pathways, Canvas Training (cumulative), and Curriculum (cumulative). David agreed to return to the PDC meeting in December to provide more results and analysis from our Fall FLEX Day.**

b. Student Equity/SSSP Professional Development

**Nessa agreed to return to the PDC meeting in December to discuss the role of Student Equity and SSSP in Professional Development.**

- c. Conference Proposals (approval needed)

**Due to the absence of a quorum, we could not act on any conference proposals. Fortunately, there were not any proposals to act on.**

- d. Mandatory FLEX Proposals (approval needed)

**Due to the absence of a quorum, we could not act on any Mandatory FLEX Proposals. Fortunately, there were no submissions to act on.**

- e. Wellness Activities for Variable FLEX

**A faculty member emailed Howard about the possibility of including off-campus physical fitness activities such as skiing to count toward Variable FLEX. The committee felt that it would be best to keep the activities limited to those that are institutionalized and to encourage faculty to continue to seek out professional development opportunities in their discipline.**

- f. Spring 2018 FLEX Day Planning (Including Keynote)

**For Spring 2018, the proposed keynote as of now is Guided Pathways. The deadline to submit the proposal for our college to be considered for Guided Pathways is March 30, 2018. Another item raised by a fellow faculty member via email was that the PDC committee needs to do a more thorough job vetting FLEX Day proposals, as the language contained in one of the proposals was deemed offensive to some faculty.**

- 6. (Informational Items)

- a. Campus Safety/Health & District Plans for Spring 2018 FLEX Day

**There will be a Public Safety/Health theme with Sean Prather, William Garcia, and Dayna Barbero soliciting and facilitating themed workshops which may include such topics as CPR/First Aid Training (Jason Craighead was mentioned as someone who could potentially facilitate this type of session), lockdown scenario training, and mental health awareness. Lori Benetti from District has agreed to come out to do a session on Benefits. There is also talk of getting David Betts to come out to do a session on Concern/EAP.**

**b. State FLEX Survey Results**

**An email containing a summary of the State FLEX Survey results was sent out to the PDC. Leslie Carr from College of the Canyons compiled this summary through responses from close to 70 community colleges across the state.**

**c. New Faculty Orientation**

**The October session on Payroll and Benefits was a success. Howard had to postpone the Academic Services Division sponsored luncheon due to a conflict with the TLC site visit. The December NFO topic is “Stress Management” and will be presented by Dayna Barbero.**

**d. Additional Funding Sources for 2017-2018**

**Howard met with Kenneth Cooper of the LPC Foundation to discuss conference funding for underrepresented groups and Ken mentioned he is looking into the possibility of applying Cycle Grants and other sources of funding to these groups as a supplement to the funding provided by PDC. The goal here is**

**to equalize funding for the underrepresented campus groups.**

e. The Teaching Institute

**The Teaching Institute will have its final meeting of the semester on Wednesday, November 15 at Beeb's in Livermore from 5:30 PM – 8:30 PM. The topic is "Group Work."**

f. Working Together

**The FLEX Day session on "Grading Theories and Practices" was well attended and overall a tremendous success. Two small group conversations were held last week, which were also deemed a success.**

7. Good of the Order

**David mentioned that Math students placed 7<sup>th</sup> in the Nation for AMATYC and Bill mentioned that the Women's Soccer Team made the playoffs.**

8. Adjournment

**The meeting was adjourned at 3:45 PM.**

9. Next Regular Meeting

**December 11, 2017 from 2:30 PM – 4:30 PM in the TLC (Room 2410)**