



PROFESSIONAL DEVELOPMENT

March 11, 2019 / 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.

Members Present:

Howard Blumenfeld (STEM – chair – non-voting)
David Powers (STEM)
Elena Cole (A&H)
Lyndale Garner (SLPC)
Gabriela Discua (Student Services)
Tim Druley (Classified (TLC))
Bill Eddy (Classified)
Carolyn Scott (Classified)
Rifka Several, Sr. Admin. Assistant (non-voting)

Members Absent

Amanda Ingold (Classified)
Gina Webster (BHAWK)
Roanna Bennie (Administrator)

Meeting Minutes

1. **Call to Order:** 2:33 pm; quorum established at 2:35

2. **Review and Approval of Agenda:**

MOTION: M/S/A

3. **Review and Approval of Minutes: February 11, 2019**

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 Final Plans for FLEX day keynote: The keynote will be at 1:00 pm followed by two breakout sessions (English/ESL and STEM).

6. **NEW BUSINESS**

6.1 Final FLEX day schedule for Spring 2019: distributed today.

6.2 FLEX day proposal approvals for Spring 2019: MOTION TO APPROVE: moved/seconded/approved

6.3 Conference/Activity Proposal approvals: Ana del Aguila, Peter Kuo, Ashley McHale, David Powers: MOTION TO APPROVE: move/second/approved

6.4 PDC program review data and analysis: Last year we met with Karin Spirn (program review chair) to develop data questions. Please look through your division's program review to find professional development items, then provide a summary. This will be discussed at the next meeting. Staff is starting to talk about a professional development center again. Program reviews might support this.

6.5 PDC state reporting: Howard is putting this together; the professional development plan is not firm for next year. The program review summaries (6.4, above) will help with this.

6.6 Board policy concerning international travel for professional development: A faculty member was denied approval to travel to Canada for professional development. There was a problem with the forms that were forwarded from the Chancellor's office. The PDC supports this faculty member.

6.7 Administrator representation on PDC: The research is not confirmed that we need an administrator co-chair or active on the PDC committee; that it is a legal requirement. At some colleges PDC reports to the Academic Senate, not to the President (but reporting to the President is in our FA contract). Other colleges have higher reassigned time than LPC, which is currently 20%. Reassigned time is under discussion at the Academic Senate. Research will continue into these issues, with an update at the next meeting. Chabot's model is tri-chairs: faculty, classified and administrator. Howard and David may be meeting with Chabot's PDC soon.

7.0 INFORMATIONAL ITEMS:

7.1 Variable FLEX part 2 due to Rifka May 15

7.2 FLEX day breakfast/lunch plans: PDC has asked for the plans since December. Diane Brady put together a paid lunch for FT faculty and classified professional staff to RSVP for. It was not clear if the lunch was communicated to the part-time faculty. Diane Brady and Roanna suggested raising the PDC budget next year and having PDC provide the lunch.

7.3 FLEX days for 2019-20: David and Howard will meet with Roanna on the dates. Elena shared some of her division's ideas: not optimal adjacent to Spring Break; for program review needs it would be good to have Fall FLEX in mid-October; and not schedule the first day of some classes (Fast Track). Can we get feedback ahead of the meeting with Roanna (May 8)? Should this be discussed at Academic Senate or division meetings? No conclusion, but these ideas won't happen before the meeting with Roanna.

7.3 PDC budget: Approximately \$1181 is left in the budget (April and May conference requests can still come in). Discussion about stabilizing the budget for next year; especially as there are additional professional development funding streams from other programs.

7.4 New faculty orientation: It was a very good program this year. The last meeting had Frances DeNisco and Thomas Allen speaking about community ed, Bill Eddy talked about facilities, and Frankie

Danner spoke about health and safety. Next meeting Howard, David and Wanda Butterly will present on “Note bowl” and other social media in the classroom, and Rajinder and David Rodriguez will talk about Institutional Research.

7.5 The Teaching Institute (with Elena Cole): This was focused on diversity in the classroom: including hearing from undocumented students about their experience. We serve a large LatinX population. This was a luncheon event. The TI is experimenting with holding it at different days/times in the future.

7.6 Working Together: This started in 2016; the organizers are needing a break this semester. Howard would like to redefine this group with Sheena’s expertise in counseling to enhance the mission to address deep issues.

8.0 Good of the Order: None

9.0 Adjournment: 3:43 pm MOTION TO ADJOURN: moved/seconded/approved

10.0 Next Meeting: April 8, 2019 – *please arrive on time as Karin Spirn will be first on the agenda*