



PROFESSIONAL DEVELOPMENT

MARCH 12 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
Tim Druley - Classified
Ana Del Aguila - ECD
Elena Cole – A & H

Members Present (non-voting):

Howard Blumenfeld – Chair, MSEPS

Members Absent:

Ernest Jones – CATSS
Gina Webster - BHAWK
Roanna Bennie – Interim President

Meeting Guests:

Karin Spirn

Meeting Minutes

1. **Call to Order:** 2:32 pm; quorum established

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

MOTION: M/S/A

3. **Review and Approval of Minutes: February 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 PDC cannot act on these items*). NONE.

5. **Old Business**

5.1 Spring FLEX Day keynote session (update): Howard

Howard received a draft of the presentation about TLC. PowerPoint needs to change yellow font, and get clarity on its purpose. We want some examples to inspire. Howard will follow up.

5.2 Student Mental Health Resources FLEX Day proposal (update):

Howard

Previous 8-hour proposal (for certification) is now a 1-hour presentation.

6. **New Business**

6.1 Development in Program Review: Howard/Karin Our goal was

that this is a planning priority; collecting data to determine how to use resources in the future. We also want to address “professional responsibility” as an aspect of development. With only 1 program review meeting left please let Karin know about the needs. Define professional development first; not assume everyone knows. The Pro. Dev. home page has a mission statement. The committee can

review this by email to arrive at a definition. Ask for needs and desires per departments/programs, including ideas about professional responsibility. We could create experiences to meet requirements in a meaningful way. The deans will be asked about professional responsibility.

6.2 Conference proposals (approval needed): Howard

Two have been submitted:

- Nolan Higdon – Chicago, social justice education: \$500 approved (need out of state approval)
- Michelle Zapata – Palo Alto, stress reduction: \$500 approved (Rifka will send a leave form as she will be on school business)

6.3 Mandatory FLEX proposals (approval needed): Howard – MOTION: M/S/A: all *approved*

- Robert Arroyo - student athletes
- Biology dept. meeting
- EAP Concerns/Identity Theft
- Frances DeNisco – classified professional development
- King, Eagan, Bummer - Social Annotation/Critical Reading Skills
- Guided Pathways
- Emergency Management Director – Disaster Home Preparedness
- Jim Gioia – E-Portfolios
- Library staff – board games and library education
- Ashley McHale – changes in the math dept.
- Chemistry dept. meeting
- ECD meeting – anti-bias in the classroom
- John Ruys – SLOs and eLumen training
- Counseling dept. meeting
- Hammerstein – online game learning
- Tim Druley – Omni training
- Orf and Thompson – Test Bank cheating
- Working Together - Bureaucracy-free environment

6.4 FLEX days for 2018-19: Howard

These are to be approved by president + PCD chair. Roanna asked for PDC recommendations. A meeting was held last year and dates were agreed on. Tuesdays and Thursdays are targeted; some committee members prefer Tuesdays, thinking that students might not come back for Friday classes. The PD committee requests a decision for planning purposes, and will forward 2 dates each for Fall and Spring for approval.

Committee recommendations: October 23 or 30 (with the 30th being preferred) and April 2 or 4.

MOTION TO APPROVE THE COMMITTEE RECOMMENDATIONS: M/S/A**6.5 PDC Budget Update: Howard**

This year was well-funded; we don't know about next year's budget. Money is available for more conferences this year.

6.6 Thank You Gifts for FLEX Day Speakers: Howard/Rifka

Howard feels we should acknowledge these volunteers. Any ideas for engraving? "LPC FLEX Day" approved.

7.0 Informational Items:**7.1 Variable FLEX Part 2 Due to Rifka May 15: Howard**

Rifka sent reminders to everyone who has not turned in Part 1 yet.

7.2 Professional Development Breakout Session: Howard/Elena

This will be 1-hour, to brainstorm about expanding the program at LPC as a follow-up to the keynote session. "Professional development as a way of life, part of the culture of LPC." This will also be an opportunity to educate about the existing professional development opportunities. The ideas generated will be documented for Roanna as coming from a range of faculty, not only the PCD. We need to move to a "program" of professional development. *(Classified has their own session regarding professional development.)*

7.3 New Faculty Orientation: Howard

Last meeting focused on committees and shared governance, with an introduction to the Academic Senate website. The next orientation will be on budget (Diane Brady). These topics are based on survey results.

7.4 Basic Skills Transformations Grant: Elena

Shared assessments are used to move students quickly through basic skills, but there is a concern that they are learning what they need. In English there was a study conducted and then a revision of the assessment. A meeting scheduled with English, math and other interested disciplines to roll out FIGS and POPS for planning now, and execution in the Fall. Another rollout meeting is about Growth Mindset.

7.5 Reading Apprenticeship: Elena

This is offered across all disciplines, for students to become aware of their reading process and how to become better readers. The skills are specific to disciplines. An English faculty member is interested in training; needs approval of reassigned time (summer and winter institutes; plus online participation). We need a STEM person to participate. When faculty is trained, they can provide the introductory session (101). This has long-term gains. It will be a good Fall FLEX day session.

7.6 The Teaching Institute: Elena

One is coming up: Canton Village – March 21. Classroom management issues and Syllabus construction are the topics.

7.7 Working Together: Howard

Sheena Turner August has taken over leadership of this group. They are doing a FLEX Day session.

8. Good of the Order**9. Adjournment: 4:12 pm**

MOTION: M/S/A

10. Next Regular Meeting: April 9, 2018