

## PROFESSIONAL DEVELOPMENT COMMITTEE – May 13, 2019

Present: Howard Blumenfeld, chair; David Powers, chair elect; Roanna Bennie, Lyndale Gardner, Tim Druley, Carolyn Scott, Elena Cole; guests David Rodriguez, Vicki Pabley, Marty Nash, Elena Cole, Angelo Bummer, Michael Peterson; Rifka Several, sr. admin. asst.

1. Call to order (Howard): meeting called to order and quorum established at 2:36 pm
2. Review and approval of agenda (Howard): motion to approve/seconded/approved
3. Review and approval of minutes, April 8, 2019 (Howard): motion to approve/seconded/approved
4. Public comments: none
5. **OLD BUSINESS**
  - 5.1 Tri-Chair and change to charge to PDC (Howard): this change was approved through the shared governance process. Next year the PDC will have chairs from faculty, classified and administration. The Classified Senate will appoint a chair.
  - 5.2 FLEX day breakfast/lunch plans for future (Howard): With a tri-chair model this should go smoother next year. We do want to “feed people.”
6. **NEW BUSINESS**
  - 6.1 FLEX day survey results – Spring 2019: David Rodriguez (see attachment)

Question about changes to evaluation questions or methods: should the Flex day be restructured? Have an online course during the day? Have all-day or half-day workshops? Perhaps survey the campus before scheduling the next Flex day. Or have the proposer do the survey to indicate interest. (The PDC could offer assistance with this.) We should get information on how many people might be involved in a longer offering, which would adjust the number of other offerings. We might have a “pre-registration” to determine attendance (and to schedule space and prepare materials).
  - 6.2 Reading Apprentice Program Updates: Vicki Pabley, Marty Nash, Elena Cole, Angelo Bummer (*see attachment*) The program is proposed as pedagogical shift campus-wide as all classes utilize reading. First level and second level participation possibilities were presented. This might be a cooperative effort with Chabot. The new SEA committee, plus PDC, can address these programs. The PDC can introduce RA through new hire training and FLEX day sessions. Who is qualified to train? The current RA 101 faculty know enough to share the curriculum. Marty will check on how someone could become certified. We should plan on a Fall Flex day session on RA.

### 6.3 AB 705 Professional Development Request: Michael Peterson

There is a pilot math course this fall to address students learning former prerequisite course materials. He requests flexibility on Flex day regarding what the needs will be for AB 705 at LPC. There may need to be 3-hour retreat at the Flex day. How can there be information and support for the AB 705 changes for instructors and students? He envisions a “community of practice” which would require F hours for about 10 instructors. He will make sure that this request is forwarded to PDC in the fall. The theme for a Flex day may be addressing AB 705.

### 6.4 Conference Proposal Approvals: NONE

### 6.5 Flex Day Proposal Approvals Fall 2019: Jeremiah Bodnar; “Engaging Students through Honors Coursework.” Motion to approve/seconded/approved

## 7. **INFORMATIONAL ITEMS**

### 7.1 Results of PDC meeting with Chabot (Howard and David): David met as Howard was ill and Rifka had Academic Senate.

- Their budget is structured differently; we have professional development across a lot of initiatives so the two budgets are fairly equitable.
- They have a tri-chair arrangement, with administrative assistance as we now have. Their faculty chair receives 2 CAH; the classified chair gets overtime pay (not sure where the payments come from – professional development funds or ?) Their administrative tri-chair is a dean. This is working well and they meet twice a month (for a shorter time than us). Many of their committees have tri-chairs; this model is new for PDC.
- Flex days at Chabot include division meetings. Can both colleges share FLEX days, especially with specialized training? Dates would have to line up. They are interested in a third Flex day, following Convocation. This would require working with the Calendar Committee.
- Chabot is interested in working with us more closely in the future. Convocation would be an ideal time for this.
- Neither campus has specific professional development plans related to AB 705 and Guided Pathways.

- We work more closely with IR in planning professional development. We have added PD questions to the LPC program reviews and have this data now for one year.
- We should revisit a centralized dedicated PD space, and combine learning communities.
- Their Director of Institutional Effectiveness has a year-end meeting with all committees to assess what worked/what didn't work and plan for the next year.

7.2 Variable FLEX part 2 due to Rifka May 15<sup>th</sup>

7.3 FLEX days for 2019-20 (Howard): Oct. 22 for Fall, March 10 for Spring

7.4 PDC Budget (Howard): \$1081 left in the budget.

7.5 New Faculty Orientation (Howard): This program has greatly expanded; there are multiple topics each meeting this year. Howard plans the meetings based on a survey of what they would like to know more about. Four topics last meeting: program review, honors program, enrollment management, president's send-off.

7.6 "Working Together" has been taken off the agenda; will revisit it next fall.

7.7 The Teaching Institute (Howard): the last session was on diversity in the classroom. The next TI is September 11 (5:30 – 8:30 at Canton Village) on activities in the classroom ("Tactivities") and continue with discussions about diversity. There are 4 organizers, who have planned 8 sessions. They plan on 1 session per semester; it will be funded by the new SEA committee. Frances Hui will check with SEA on their budget.

7.8 Change to PDC Faculty Chair (Howard): He expressed that being chair for three years has been a time of personal growth – and the committee has grown as well. It has been an honor to serve. He will continue as the STEM representative

8. **GOOD OF THE ORDER:** Rifka – do we want a different meeting room? Rifka will work with the tri-chairs on this.

9. **ADJOURNMENT:** motion to adjourn/seconded/approved

**10. NEXT REGULAR MEETING: September 9, 2019**