**Professional Development Advisory Committee (PDAC)**

**AGENDA**

### February 26, 2:00 - 4:00 p.m. in CO-420

**Agenda and Minutes will be posted at:** [**http://www.losmedanos.edu/profdev/**](http://www.losmedanos.edu/profdev/)

###### Co-Chairs: Ruth Goodin and Mary Oleson, Office of College Advancement (non-voting)

Members: Classified: Kathy Cullar, Outreach; Eric Sanchez, Art, Drama, Journalism; Shondra West, Office of Instruction

Faculty: Rosa Armendariz, EXITO; Erlinda Jones, Child Dev.; Christine Park, Library/LPG Chair; Janith Norman, Business/Academic Senate VP

Managers: Michael Becker, IT; Dave Belman, Student Services; Natalie Hannum, CTE and Behavioral Sciences

PD Staff: Courtney Diputado, Ruth Goodin, Paula Gunder, Mary Oleson,

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|  | ***Topic/Activity*** | ***Lead*** | Time | ***Expected Outcome*** |
| 1 | Welcome/Public Comment/Announcements  - Review and Approve Proposed Agenda  - Review and Approve Minutes from 12/4/14 and 01/22/15  - Public Comments | Goodin/Oleson | 10 | Meeting Opening  Review and Approve Agenda and Minutes Opportunity for Public Comment |
| **On-Going Business** | | | | |
| 2 | Communications from/to Other Committees | All | 10 | Integration of PD Activities across committees |
| **3** | External PD Reports and Announcements   * Links 10 Follow up * 3C/SD Conference * Other | Diputado/Sanchez  Oleson  Goodin | 10 | Information |
| 4 | Budget Update | Goodin | 5 | Understanding of Budget Status |
| **5** | Conference Funding Report and Recommendations  (Ferguson, Huffman and Landers) | Sanchez | 10 | Action for Approval of Recommendation Conference Requests |
| **6** | PD Proposals   * Health and Wellness * Leadership * Nexus * Teaching and Learning (tentative) | Oleson  Gunder  Gunder  Goodin/Gunder | 10 | Action for Approval for funding of PD Proposals |
| **Old Business** | | | | |
| **7** | Reports:   * Convocation Follow-up Update * Equity-Focused PD Advisory Team * New Employee Lunch with President Bob | Goodin/Oleson  Goodin  Cullar | 10 | Information |
| **New Business** | | | | |
| **8** | PD Monday Meeting Summit (April 6) | Goodin/Gunder | 50 | Plan for Summit |
| **9** | Update on Focused Flex | Park | 5 | Information |
| **10** | Meeting Dates for 2014-2015  February 26, 2014  March 26, 2014  April 23, 2014  **May 14, 2014 (2nd Thursday)** |  |  |  |
| **11** | Rollovers:   * SGC Charges/Committee Structure (Belman, Goodin, West) * Membership Review (May, 2015) * Budgeting for 2015-2016 (April, 2015) | | | |
| NON-AGENDA ITEMS - INFORMATION ONLY | | | | |
| Staff Updates:  Courtney Diputado: The Technology Training & Development Office is now located on the second floor of the Library in L216. Stop by the new location for D2L and educational technology support, or just stop by to say hello. See you at the library!  Ruth Goodin:   1. I am the co-chair, along with Ronke Olatunji, of the Equal Employment Opportunity (EEO) Committee had its first meeting in February. EEO Charge #6 from SGC reads, “Sponsor or co-sponsor events, training, or other activities that promote equal employment opportunity, non-discrimination, retention and diversity, cultural/disability awareness, cross-cultural communication styles, and/or multi-ethnic team building”. 2. The Office of College Advancement will be submitting three RAP requests relating to Professional Development: 1) Hire a Senior Administrative Assistant to replace the current Senior Administrative Secretary position, as the tasks necessary are of Senior Administrative Assistant level,  2) Institutionalize the (currently grant-funded) .50 reassigned-time Professional Learning Facilitator position, 3. Institutionalize Nexus and create a new on-line/face-to-face orientation for adjunct faculty.   Paula Gunder - No report.  Mary Oleson:  1) Daily PD operations and related projects for Office of College Advancement.  2) DW-PD: Working on improving Flex review site and DW-Flex registration site. Next steps for PD Survey results. Convocation follow-up.  3) Assisting with volunteer coordination for LMC Open House. | | | | |