



HARTNELL COLLEGE

**Professional Development Committee
Minutes
Monday, April 23, 2018, 1:45 p.m.
D-128**

MEMBERS

Name	Representing	Present	Absent
Terri Pyer	CHRO; co-chair	x	
Moises Almendariz	Administrative	x	
Joy Cowden	Administrative		x
Augustine Nevarez	Administrative	x	
Laura Otero	Professional Development Center		x
Janet Flores	Faculty	x	
Sunita Lanka	Faculty		x
John Perez	Faculty	x	
Nancy Wheat	Faculty	x	
Janeen Whitmore	Faculty, Flex Coordinator, co-chair	x	
Erica Rowe	HR Professional Development	x	
VACANT	CSEA		

Others

Name	Title or Representing	Present	Absent
Monica Massimo	HR Staff	x	

CALL TO ORDER & INTRODUCTIONS

Meeting called to order at 1:58 p.m.

T. Pyer

ACTION ITEMS

1. Agenda was approved J. Whitmore
2. March 19, 2018 minutes were approved. T. Pyer
3. Decision on HCFA flex request re April 25 J. Whitmore
Faculty requested credit for the HCFA-sponsored Brown Bag lunch since the topics to be presented will help advance student success. The committee agreed that requests should provide enough information on content, presenter, and topic for the committee to decide whether it fits the flex criteria. This flyer does. Janeen will create a form for these requests. Janet attended the first 16-week calendar session and found it very informative. The committee unanimously

HARTNELL COLLEGE VISION STATEMENT

Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

HARTNELL COLLEGE MISSION STATEMENT

Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.

approved the faculty request.

INFORMATION/DISCUSSION/PRESENTATIONS

1. Travel & Conference grant applications T. Pyer
The committee received 11 requests and Terri asked the members to score them by Wednesday morning, April 25.
2. Educator-in-Residence Update J. Whitmore
Carol McKibben's presentation was on April 10 and there were about 110 attendees comprised of staff and students. The general consensus was that both topic and presentation were excellent. Her last presentation will be on May 2 and she believes administrators were invited.
3. Rough Draft of 2018-19 Professional Development Calendar J. Whitmore
Janeen presented a draft of the PD calendar which will be instrumental to provide information at the beginning of each year of what and when activities will be offered. Some questions arose on how to edit it and how to implement last-minute reminders. The best place for this calendar to be housed is on the Professional Development Program page.
4. Campus Climate Survey N. Cordoba-Velasquez
Natalia presented the results of the three campus climate's survey for students, for faculty, and for staff and administrators. Data will be on the R drive. She will hold brown bag sessions to dig deeper in the data. Discussion ensued about how we might use results to help select professional development offerings.

STANDING REPORTS:

1. Flex Coordinator Update J. Whitmore
Janeen said that she has 35 people who submitted their activities.
2. Professional Development Center Laura Otero
Since Laura is still on maternity leave, any issues in her area need to be addressed with her supervisor, Bala.
3. HR/Training Update T. Pyer
The second annual classified staff development day was held on March 23, with 137 attendees. Overall it was a great and interactive day.
Keenan training – we still have more than 100 people who didn't finish the mandatory training.
Guided Pathways – the timeline document is posted and we will schedule times to accomplish the items slated for next year.

NEXT MEETING(S)

May 21, 2018

ADJOURNMENT

Meeting adjourned at 3:10 p.m.

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