



**PROFESSIONAL DEVELOPMENT/
FLEX CAL COMMITTEE
MINUTES
September 19, 2019
ROOM 2728
2:30 PM – 4:00 PM**

1. Call to order	M. Smith called the meeting to order at 2:34 PM
2. Roll Call	Michelle Smith, Co-Chair Shirley Lewis, Co-Chair Ingeborg Bourdon, Faculty Maureen Powers, Adjunct Faculty Dani Gonzalez, CSEA rep Heather Watson-Perez, Faculty Oanh Lam, Faculty
3. Agenda approval	M. Powers motioned to approve the September 19, 2019 agenda; O. Lam seconded the motion; motion carried.
4. Approval of Minutes	S. Lewis motioned to approve the August 15, 2019 minutes; I. Bourdon seconded the motion; motion carried. I. Bourdon motioned to approve the September 5, 2019 minutes; H. Watson-Perez seconded the motion; motion carried.
5. Comments from the Public	No comments from the public.
6. Professional Development	No funding requests.
7. Action Items	No action items.
8. Information/Discussion Items	8.1 <i>Committee Membership</i> – M. Smith reported that the Academic Senate approved the addition of another staff member to the committee. The Academic Senate requested clarification of the Grant Application Process consider the recent changes to the PDFC committee. The CSEA President has been contacted about identifying a staff volunteer. 8.2 <i>Fall Professional Development Events</i> – The committee suggested rewording the “Disruptive Students” event to “Student Discipline Policies”. Concerns were raised regarding follow-up questions from the “How to Read Your Pay Stub” session. The committee discussed titles of movies that address inclusion as a co-sponsored event with the ASSC. 8.3 <i>Spring Professional Development</i> – The committee indicated interest in programmatic themes exploring various aspects of equity. M. Powers stated that she is willing to present on Universal Design. Dr. Pedro Noguera of UCLA was recommended as a potential speaker on equity. S.

Lewis recommended Laurie Santos, instructor of “The Science of Well-Being” offered by Yale University through Coursera.

8.4 *Review Application Rubric* – The committee considered various ways of evaluating the value and benefits of a professional development event. The application rubric will continue to be revised in subsequent meetings.

8.5 *Draft of PD Handbook – tabled*

9. Announcements

9.1 4CSD Annual Conference March 4 – 6, 2020

10. Adjournment

10.1 Meeting adjourned at 4:01 PM

All meetings will be held in 2728 from 2:30PM – 4PM unless otherwise noted.

October 3

October 17

November 7

November 21

December 5