



HARTNELL COLLEGE

**Professional Development Committee
Minutes
Monday, April 27, 2020, 1:45 p.m.
Zoom**

MEMBERS

Name	Representing	Present	Absent
Lyle Engeldinger	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	
Nancy Reyes	Faculty	x	
Jazmin Rios	Faculty		x
Janeen Whitmore	Faculty, Flex Coordinator, co-chair	x	
Erica Rowe	HR Professional Development	x	
Belen Gonzales	CSEA	x	
Marlene Tapia	CSEA	x	

Others

Name	Title or Representing	Present	Absent
Belle Lozada	HR Staff	x	
Cathryn Wilkinson	Administration	x	

CALL TO ORDER & INTRODUCTIONS

Meeting called to order at 1:52 pm.

L. Engeldinger

ACTION ITEMS

- | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 1. Approval of Agenda | J. Whitmore |
| 2. Approval of April 27, 2020 minutes | J. Whitmore |
| 3. Approval of EIR, Ben Percy, reimbursement. Will reimburse travel costs incurred due to COVID-19. If cannot have a Zoom meeting in the fall, we will reimburse 10%.
Motion passes. | J. Whitmore |

Hartnell College Vision Statement: Hartnell College students will be prepared to contribute as leaders to the intellectual, social, cultural, and economic vitality of our communities and the world.

Hartnell College Mission Statement: Focusing on the education and workforce development needs of communities in the Salinas Valley, Hartnell College strengthens communities by providing opportunities for students to reach career and/or academic goals (associate degrees, certificates of achievement, transfer to four-year institutions) in an environment committed to student learning, achievement and success.

INFORMATION/DISCUSSION/PRESENTATION

1. Travel and Conference

B. Lozada

Belle reported that the original deadline for the T&C applications was on April 15. Due to COVID-19, all non-essential travel is restricted. We will still accept applications for online conferences. The deadline was extended to May 15.

2. Educator-in-Residence

J. Whitmore

Janeen reported that Ben Percy offered to do a pre-recorded sessions with a live Q&A. Members expressed they would prefer a live Zoom presentation. Laura and Janeen will reach out to Ben to look at fall dates. Motion to advance 10% and reimburse travel.

3. 4CSD Conference

B. Gonzales

Belen reported the conference was informative and that it was good to see what other colleges are doing for professional development. The funds awarded for classified professional development is separate from other professional development funds. She discussed the Vision Resource Center and said it would be a great idea for Hartnell to get on board. Janeen concurred but spoke about the challenges of getting HR's support due to lack of staff.

4. Convocation

C. Wilkinson

Cathryn mentioned they are looking at having Pedro Noguera come for SSC instead due to College Redesign being a large part of Convocation. There was discussion on whether Convocation can be online, and if so, have it live or pre-recorded? Sunita said this is only one day of the year and she prefers this be live.

STANDING REPORTS

1. Flex Coordinator

J. Whitmore

Janeen reported we are up-to-date.

2. PDC Coordinator

L. Otero

Laura reported that over 300 people did the online trainings. She is so appreciative of everyone who attended the sessions. There was discussion regarding the amount of work Laura has incurred due to distance education. Discussed options such as hiring a short-term employee as a Jr. Instructional Technologist.

3. HR/Training update

B. Lozada

Belle reported that the mandatory training (diversity awareness, harassment prevention, mandated reporter) has been assigned through Keenan.

4. Classified Staff Development Committee update

B. Lozada/L. Otero

Belle and Laura reported that a survey was sent to all classified employees to ask what topics they want to learn as part of professional development.

ADJOURNMENT

Meeting adjourned at 2:38 pm.

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