



HARTNELL COLLEGE

**Professional Development Committee
Minutes
Monday, May 18, 2020, 2:15 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	

CALL TO ORDER & INTRODUCTIONS

Meeting called to order at 2:22 pm.

L. Engeldinger

ACTION ITEMS

1. Approval of Agenda
2. Approval of April 27, 2020 minutes

J. Whitmore
J. Whitmore

INFORMATION/DISCUSSION/PRESENTATION

1. Travel and Conference

B. Lozada

Belle reported that an email was sent to invite applications for online training; however, no applications were received.

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2. Educator-in-Residence

J. Whitmore

Janeen spoke to Ben Percy of the possibility of doing a Zoom session regarding resilience and perseverance during COVID-19. She brought up the possibility of him being the keynote speaker for Convocation if there was time in the schedule.

4. Convocation

J. Whitmore

Discussion on how to take attendance. Ideas included predesigned groups similar to SLO groups. Johnny suggested that everyone send a 1-minute video on what they've been working, what they've been doing during COVID. This would help create more engagement, similar to how faculty ask students to share. There was discussion on using breakout rooms in Zoom, including use of different links as breakout rooms. The group also discussed that Distance Ed should be a focus at Convocation.

STANDING REPORTS

1. Flex Coordinator

J. Whitmore

Janeen reported that flex report was completed.

2. PDC Coordinator

L. Otero

Laura reported that the summer schedule is now live. There are new courses including Online Teaching 100 (Canvas orientation, regular and effective contact, and accessibility), Intro to Teaching Online.

3. HR/Training update

L. Engeldinger

4. Classified Staff Development Committee update

L. Otero

Laura reported that the ad hoc committee will continue to meet during the summer to develop the professional development plan.

ADJOURNMENT

Meeting adjourned at 3:04 pm.

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