



HARTNELL COLLEGE

**Professional Development Committee
Minutes
Monday, August 26, 2019, 1:45 p.m.
S-218**

MEMBERS

Name	Representing	Present	Absent
Terri Pyer	CHRO; co-chair	x	
Moises Almandariz	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	
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	
Jay Singh	Administrative	x	

CALL TO ORDER & INTRODUCTIONS

Meeting called to order at 1:50 p.m.

ACTION ITEMS

1. Agenda was approved T. Pyer
2. May 13, 2019 minutes were approved T. Pyer

INFORMATION/DISCUSSION/PRESENTATION

1. Convocation J. Whitmore
Several members commented they liked the new format and had heard positive comments from their peers. The survey results will be provided at the next meeting.

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.

2. Travel and Conference forms update T. Pyer
 The current travel and conference application will need to be updated to link request for funds to the Strategic Plan 2019-2024. Dr. Brian Lofman assisted and provided wording that would allow applicants to tie their request to the four goals of the strategic plan. Jay Singh asked if there was a way for a group to apply under one application if they are all attending the same conference and sharing some travel costs. At this time, each employee fills out their own application; however, as an example, one employee would put the car rental cost on their application and the other would put the hotel if they are sharing a room. Another suggestion is to add an option for online meetings on the application. Terri and Belle will work on updating the application and scoring rubric. The deadline for the next round is September 16.

3. Classified Staff Development T. Pyer
 The Chancellor's Office provided a Classified Community College Employees Fund to develop classified professional development programs and services to support the statewide *Vision for Success*. An MOU was created between the District and CSEA to create an ad hoc Classified Staff Development Committee (CSDC). A Classified Staff Development Committee update will be added as a standing report to future agendas.

4. Educator-in-Residence 2020 J. Whitmore
 Janeen suggested to have EIR start in the fall instead of waiting until January. She would like attendance to increase. Moises suggested an "equity series" instead of having one speaker. The next deadline for EIR submissions is on September 16.

5. Student Success Conference 2020 J. Whitmore
 Janeen said the ad hoc planning committee will start discussions.

6. Employee Innovation Grant T. Pyer
 The next deadline for submission is September 16. An email will be sent to last year's grant recipients to present at the Student Success Conference.

7. First Year, First Fridays leadership T. Pyer
 The first FYFF will be on September 6 hosted by Dan Teresa in the Athletics department. Terri put a call out to the committee to step in to lead these events. All committee members are invited to these events.

8. Review handbook and membership T. Pyer
 To be discussed at the next meeting

STANDING REPORTS

1. Flex Coordinator J. Whitmore
 Janeen reported there were 4 flex requests.

2. PDC Coordinator L. Otero
 Laura reported that attendance and registration for PDC training has quadrupled since 2014.

3. HR/Training update T. Pyer

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ADJOURNMENT

Meeting adjourned at 3:18 p.m.

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