

# Norco College

## Professional Development Minutes

November 08, 2016

Room: IT 218

### Attendees

Melissa Bader chaired this meeting.

### Members:

Melissa Bader.....	Communications
Kris Anderson.....	Communications
Beverly Wimer.....	Math & Sciences
Dr. Carol Farrar.....	Dean of Instruction
Dr. Tim Russell.....	Social and Behavioral Sciences
Dr. Sandra Popiden.....	Social and Behavioral Sciences
Colleen Molko.....	Associate Dean, CTE
Starlene Justice.....	Math and Sciences
Jessica Dobson.....	Communications
Dr. Courtney Buchanan.....	Social and Behavioral Sciences
Paul VanHulle .....	Business, Engineering and Information Technologies
Janet Frewing.....	Math & Sciences
Dr. Kara Zamiska.....	Social and Behavioral Sciences
Dr. Gustavo Ocegüera.....	Dean, Grants & College Support Program
Dr. Lorena Newson.....	Director, Title III STEM Grant
Timothy Huneck.....	ASNC

### Committee Administration Support:

Nicole C. Brown.....	Office of the Dean of Instruction
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### Absent:

Natalie Morford.....	Communications
Eva Amezola.....	Upward Bound
Dr. Diane Dieckmeyer.....	Vice President of Academic Affairs
Jethro Midgett.....	Counseling
Leticia Martinez.....	SFS
Dr. Dominique Hitchcock.....	Arts, Humanities and World Languages
Dr. Stephen Park.....	Math & Sciences

### Guest: NONE

#### A. Approval of Minutes October 11, 2016

Motion to approve P. VanHulle/ K. Anderson **MSC. Abstained: four**

#### B. Action Items: NONE

### **C. New Business:**

#### **a. FLEX Approval: NONE**

- b. FLEX Day in February – Dr. Farrar & Melissa Bader.** We have six hours that we need to plan for the February 10<sup>th</sup> event. Melissa proposed to do a mini-conference. A morning and afternoon session with two stacked sessions for each time slot. Each session would be 1 and ½ hours. The evening session can be two hours and a training session during lunch can be an hour. The committee brainstormed a few session ideas:

- i. Teaching millennials, (snowflakes)
- ii. Our Students today
- iii. Offering external presenters on topics
- iv. Title 9 training (offered during the lunch session. Susan Boling can present)
- v. Civility in the work relationship
- vi. Learning the other Titles like #3
- vii. Equity Hands on
- viii. Certificate Training Program – Teaching men of College in the community college. Free
- ix. Increasing Peer to Peer mentoring.
- x. TLC- Teaching Learning Community. Offering a workshop?
- xi. Growth mindset: How to change people’s mind set to learn from failures and move towards success.
- xii. BERT: Look into homelessness in students. Suggestion that BERT offer some training sessions for the PCD.

We must offer a workshop geared exclusively for staff. Please submit your ideas for topics to Dr. Farrar and Melissa Bader. We can sustain two or three topics.

- c. 17-18 FLEX Calendar Planning:** It has been difficult to send what our plan is for the upcoming year to the state. What we send to the state doesn’t capture what we truly offer. At the beginning of Spring 2017, we need to start talking to groups to see what their plans are (ex. Read 2 Succeed, Art Gallery, etc.) and get an outline to post it to our website for people to see it. We don’t need the exact date, but just the month that they are planning to offer it.

**D. Review of Projects:**

- a. **FAQ Sheet: Tim Russell has emailed Ruth Leal to work on mutual questions for the staff/faculty.** He will check the faculty guide and continue to work on developing the initial questions.
- b. **Calendar for Spring 2017:** Colleen Molko is still working on the research aspect. We will be sending out email blast on NOR-ALL to promote our calendar of events. Melissa Bader would also like to submit or provide reminders in the faculty mailboxes to promote upcoming events. Colleen suggested an idea for the opportunity to submit a question (ahead of time) and they would find the answer for them and then provide a round table type of discussion for brainstorming. They can do this during the lunch time. Colleen will work with Kris Anderson on this project.

Melissa Bader announced that she has spoken to “the powers that be” to come up with a plan on how we could offer and promote conference attendance for faculty and staff. That they can apply to attend a particular conference, outline how it would relate to our strategic goals and then agree to do a FLEX activity after they went to the conference to share what they have learned. This would be a ‘blind judgement’ decision. She would like to see at least two of those per semester.

**E. Old Business: NONE**

**F. Electronic Approvals:** These are the proposals that were approved online.

- a. **NONE**

**Next Professional Committee Meeting: Tuesday March 14, 2017 in room IT 218 at 12:50pm to 1:50pm.**

**Professional Development Committee Statement of Purpose:**

The Norco Professional Development Committee offers ongoing opportunities to improve, develop, and expand the skills and practices of faculty and staff who promote students' ability to achieve their educational goals.

**Norco College MISSION STATEMENT (Board Approved August 2012)**

Norco College serves our students, our community, and its workforce by providing educational opportunities, celebrating diversity, and promoting collaboration. We encourage an inclusive, innovative approach to learning and the creative application of emerging technologies. We provide foundational skills and pathways to transfer, career and technical education, certificates and degrees.