

Norco College

Professional Development Minutes

March 13, 2018

Room: IT 218

Dr. Tim Russell and Dr. Kara Zamiska co-chaired this meeting.

Members:

Dr. Tim Russell.....	Social and Behavioral Sciences
Dr. Kara Zamiska.....	Social and Behavioral Sciences
Dr. Sandra Popiden.....	Social and Behavioral Sciences
Dr. Courtney Buchanan.....	Social and Behavioral Sciences
Dr. Gustavo Oceguera.....	Dean, Grants & College Support Program
Colleen Molko.....	Associate Dean, CTE
Jethro Midgett.....	Social and Behavioral Sciences/Counseling
Jody Tyler	Sciences and Kinesiology
Dan Reade	Communications
Natalie Morford.....	Communications
Paul VanHulle	Business, Engineering and Information Technologies

Committee Administration Support:

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

Dr. Samuel Lee.....	Interim Vice President of Academic Affairs
Dr. Jason Parks.....	Dean of Instruction
Lisa Martin.....	Social and Behavioral Sciences/Counseling
Janet Frewing.....	Math
Starlene Justice.....	Sciences and Kinesiology
Isaac M. Nunez	ASNC
Leticia Martinez.....	Student Financial Services Analyst
Stephen Park.....	Math & Sciences

Guest: NONE

A. Approval of Minutes February 13, 2018

MSC: Motion to approve N. Morford/ C. Buchanan. Abstained: two

B. ACTION:

1. **FLEX Proposal: CPR/AED/First Aid Training – April 11, 2018** MSC: S. Popiden/ C. Molko - Approved
2. **Collection Review – Norco Library –Year round.** MSC: J. Tyler/ N. Morford. Tabled and sent back to requestor. Concerns that this is more operational matter and not professional development.
3. **INFRAGARD Los Angeles – Mass Shooting Violence Prevention – April 10th.** MSC: P. VanHulle/ S. Popiden * Approved

C. DISCUSSION:

1. **Work Groups. Anyone else want to join? Now What?** Below is the current roster for the workgroups. Please join if you are still interested. All input is appreciated, even if it is not your work group.

Calendar: (Tim)

~~STEPHEN PARK~~
DR. JODY TYLER
DAN READE

Spring & Fall FLEX: (Tim)

DR. JASON PARKS
DR. COURTNEY BUCHANAN
NATALIE MORFORD
JETHRO MIDGETT

Part-time PD: (Kara)

~~DR. GUSTAVO OCEGUERA~~
~~COLLEEN MOLKO~~
ERIC DOUCHETTE

Retreat Oct 5th: (Kara)

DR. SANDRA POPIDEN
LISA MARTIN

2. **Database for events that have already been approved. Can we rubberstamp future events, such as anything with Canvas or Program Review Bootcamp?** Professional Development for part-time faculty, in the past an MOU was developed with the union to offer a payout for special projects along with the payment of FLEX hours for training. How can we compensate faculty that doesn't affect their teaching load? It will need to be addressed with the senate then CTA. Nicole will need to go back two years to develop a list.
3. **Fall FLEX planning:** Will sum up ideas and send to committee to formulate a plan. Please send suggestions/ideas to the PDC chairs.
4. **Potential April meeting date? April 17th or April 24th?** We need to do some FLEX planning, but these dates don't work, so we will not have any meetings for the month of April. Will send an email notice to the committee to ask for suggestions or any input.
5. **Proposal Submission tutorial? Receiving a lot of late/after the event proposals that need to have an e-vote for FLEX credit.** We need to communicate our procedures and what is our best practices. Suggestion to address this during 'FLEX days' events. Lenny will also be working on adjusting the FLEX proposal description box in the form to make it bigger to read.

D. INFORMATION:

1. **Leading From the Middle update:** Create a professional development plan that supports pathways. First Tuesdays of every month.
2. **Completion Initiative Summit * Passed by e-vote**
3. **Campus Safety Forum * Passed by e-vote**

- E. **Open Hearing:** Collen Molko spoke about a FLEX training opportunity. On April 26 & 27th. Best practices in serving veterans. 1 & 1/2 hour training.

Next Professional Committee Meeting: Tuesday, May 8, 2018 in IT 218 12:50-1:50.

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.