

# Norco College

## Professional Development Minutes

May 8, 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. Marshal Fulbright..... | Dean of Instruction                                |
| Jody Tyler .....           | Sciences and Kinesiology                           |
| Starlene Justice.....      | 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 Vice President of Academic Affairs

### Absent:

|                           |                                            |
|---------------------------|--------------------------------------------|
| Dr. Samuel Lee.....       | Interim Vice President of Academic Affairs |
| Dr. Gustavo Ocegüera..... | Dean, Grants & College Support Program     |
| Colleen Molko.....        | Associate Dean, CTE                        |
| Jethro Midgett.....       | Social and Behavioral Sciences/Counseling  |
| Lisa Martin.....          | Social and Behavioral Sciences/Counseling  |
| Janet Frewing.....        | Math                                       |
| Isaac M. Nunez .....      | ASNC                                       |
| Leticia Martinez.....     | Student Financial Services Analyst         |
| Stephen Park.....         | Math & Sciences                            |

### Guest:

Celia Brockenbrough..... Communications/Library  
Buck Stevens .....

### A. Approval of Minutes March 13, 2018

MSC: Motion to approve S. Justice/ D. Reade. Abstained: one

### B. ACTION:

1. **FLEX Proposal-Revisit: Library Collection Review. Celia Brockenbrough presenting.** PDF handout was provided to argue her case that this event should be approved for FLEX credit. Resources for faculty and students. MSC: P. VanHulle/ P. Popiden. One opposed. Measure passed and approved.

2. **FLEX Proposal: The VET NET Ally Program-May 18, 2018.** Active shooter training with live demonstrations; threat assessment tool. Events for morning and evening. MSC: C. Buchanan/ N. Morford. Committee Approves.

### **C. DISCUSSION:**

1. **Fall Flex: Topics, speakers, schedule: Tabled for discussion in the meeting but Dr. Russell sent an email to the committee members later on in the day for feedback via email and decisions. Below is the email outline.**

Much discussion among the committee members. The recap the *proposed* ideas for the 3-day Fall Flex event, to encourage continued discussion on the topics, and solicit more suggestions. Please send all recommendations (a faculty/staff member to conduct any of the training/presentations) to Kara and Tim and they will make contact with them. Again, the following are just suggestions at this time, and will work to narrow down the topics soon in order to further the planning process.

#### Wednesday (August 22nd)

AM: (Breakout sessions, however, some of these might be better if addressed to all of the attendees)

- Self-Defense Training
- CPR: Stop the Bleed/first aid
- Disaster Preparedness
- Evacuation and control of a classroom
- CALSTRS/CALPERS representatives/retirement planning

PM: (I swapped this training from AM to PM, as per the suggestions of the committee)

- Active Shooter Training (Live demonstrations? We will still need to discuss this and make a decision on this)
- Threat Assessment Tool (What to report)

#### Thursday (August 23rd):

AM:

- TLC Symposium

PM:

- Online Learning Conference Update
- AB 705 (What is it & how will it impact us?)
- Legal (Academic Freedom, recording of lectures, FERPA, Title IX, PT Employment law, Liability, etc)
- Advanced CANVAS
- Mid-Career Faculty (how to stay engaged)
- CTE? (Paul, I want to make sure that we continue to teach the faculty about CTE, any suggestions about what we might do?)

#### Friday (August 24th)

AM:

- Accreditation Update
- Completion Initiative/Guided Pathways Update
- Norco College success/completion Update (Greg Aycock's)
- VPs Update
- President Reece
- Schools Meeting (Planning, discussion, What's next?)

PM: Discipline Meetings

**2. Spring 2019 Flex and Retreat brainstorming for topics: TABLED**

**3. Subcommittees update: TABLED**

**D. INFORMATION:**

**a. Reminder of the new 2018/2019 Professional Development committee meeting schedule**

| <u>2018</u>     | <u>2019</u>        |
|-----------------|--------------------|
| 9/11/18         | 02/12/19           |
| 10/09/18        | 03/12/19           |
| 11/13/18        | APRIL – No Meeting |
| DEC- No Meeting | 05/14/19           |

**E. Open Hearing: NONE**

**Next Professional Committee Meeting: Tuesday, September 11, 2018 in IT 218 @ 12:50 PM to 1:50PM.**

**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.