

PROFESSIONAL DEVELOPMENT COMMITTEE MEETING MINUTES

Monday, February 11, 2019 * 2:00-3:00pm, Room T-801

Agenda Item	Discussion Points	FOLLOW UP (Who will do what?)
1. Meeting dates (reminder)	Mondays, February 25, March 11 & 25, April 8 & 22, and May 6, 2-3pm, Tower #801	
2. How much money does PD have?	<p>This is our fund balance through the end of June.</p> <p>-Pak presented us with the numbers for the money remaining for the semester. We have \$18000 to spend until the end of June.</p> <p>-Chris highlighted the large amount of money being spent on food services for our FLEX days. There was a discussion on possibly outsourcing our food services and whether it would be more cost-effective to bring food in rather than use our food services. Additionally, it was discussed that perhaps we eliminate either the breakfast, or lunch, or both, from future FLEX days.</p>	<p>The committee will take up a future discussion on ways to minimize food costs and potentially finding new catering</p>
3. March 21 Flex Day plans	<p>Recent successful workshops could be offered again: Christine Will's Study Skills; Shawn's Culturally Humble Teaching & Service; Daniela Nikolaeva Pachtrapanska's Graphic Arts workshop; Chelsea & Inger's Equity Rubric workshop; Laura Espino and Christina Yanuaria's Trauma-Informed Teaching & Service</p> <p>OnCourse workshop for up to 50 faculty is on-track, but not yet 'contracted'.</p> <p>-The committee mentioned the possibility of completely redoing the system and format for the FLEX days. There was a discussion on whether we should continue with having the two days or establish a system with more FLEX days and more workshops spread throughout the semester. The committee also highlighted the ongoing problem related to poor attendance at FLEX days and the lack of accountability for those that do not attend.</p> <p>-OnCourse was discussed at length. Primarily, the discussion focused on whether OnCourse was a good usage of money and whether 50 people would sign up for the event. It was also discussed that if we move forward with OnCourse, that would leave our money reserves VERY low for the remainder of the semester and that we would have to plan other activities for those that do not participate in OnCourse. However, many on the committee felt it was valuable to plan something different than our normal FLEX day activities.</p> <p>-Scott asked for a show of hands to gauge the committee's support</p>	<p>Possibly agendizing a discussion for a new FLEX day model</p> <p>Chris and Felipe will inform OnCourse of our decision and work on finalizing the contract with them</p>

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	<p>for OnCourse. There were no members completely opposed to the idea and the majority felt generally supportive of the idea. The final conclusion was to move forward with OnCourse, and that we should begin to publicize the event and set up an RSVP system. If more than 50 RSVP, we should consider asking OnCourse to increase their capacity.</p>	
4. Sabbaticals	<p>Alicia was awarded a one-year sabbatical – CONGRATULATIONS! -Everyone rejoiced at this announcement</p> <p>The 'jury is still out' on whether Jackie Graves will also be awarded a sabbatical, and if so, whether it will be one or two semesters.</p>	
5. Planning for the 'integrated learning assignment' (ILA) on defining and applying the principles of Sustainability & Human Rights	<p>-Skipped</p>	
6. Review individual funding requests.	<p>Daniela Pachtrapanska (and possibly two other faculty in Graphic Arts), Reginald Constant (Library), Laura Bollentino (Counseling), Derrick Gardner (Kinesiology), have applied for funding, -Due to the length of the meeting, not everyone was available to discuss the funding requests. -A brief discussion was initiated at whether it was appropriate to spend a substantial amount of money to send people from the same department to the same conference</p>	<p>Chris will follow-up with those that still need to review the funding requests.</p> <p>Possibly agendaing a discussion on capping funding requests for the same conference from the same department</p>
7. Effective Teaching and Service workshop series.	<p>CW has invited Charles Bradford, Christine Will, and last year's sabbatical awardee Marla Leech to present at a Thursday 12-1pm College Hour workshop. He will invite Meryl Siegal, too.</p> <p>Who else should be asked to present? -Skipped</p>	<p>Next committee meeting will discuss plans for the mid-semester FLEX day</p>