

PDC minutes for Sept 13, 2016

Members in attendance

Judy Ahl, Todd Coston, John Giertz, Reese Weltman, Pedro Ramirez, Shohreh Rahman, Diana Cason, Isabel Castenada, Karla Young

I. Minutes from March, April, and May of 2016 were approved. John asked to review some of the information from previous meetings. This was moved to new business

II. Committee charge and goals were examined; Last year's charge:

A. Review charge

"To provide and support activities and opportunities which will enhance job performance, personal growth, and social interaction among all Bakersfield College employees, thereby developing a sense of campus community"

It was moved and seconded to keep the same charge

B. Last year's Committee goals

1. Provide focused professional development academies for each employee group (classified, faculty & management). (Strategic Direction 5.1)
2. Continue to develop a communication plan for disseminating professional development information.
3. Develop a new employee orientation in conjunction with HR. (Strategic Direction 5.2)
4. Investigate the Strengths Quest and Strengths Finder concept and provide a recommendation.

Discussion: Goal 1 will remain because the committee was unable to develop the academies. Todd discussed that the State Chancellor's office has paid for subscriptions to Lynda.com which will allow us to create curriculum for the academies. He and Reese have developed an initial listing of classes for some of the academies. (See appendix for the list)

There was also discussion that PDC members would test these courses this fall. This was continued discussion from last fall.

Goal 2: This goal is being met

Goal 3: Discussion that H.R. is primarily responsible for employee orientation. This goal will remain.

Goal 4: Discussion that Todd did make a recommendation to the president and that the cost may be too expensive. This goal was removed.

Goals 1, 2, and 3 were approved to remain for 2016-2017.

II C NEW GOALS

Two new goals were discussed:

1. Goal 4: "Evaluate and investigate software for professional development"

A. Todd presented thoughts about software for professional development. John Giertz has brought this up in discussion with Todd about the needs for this. There have been attempts to create some type of Excel sheets to accomplish, but these have not been effective.

B. Reese wants to send out questionnaires later in the semester about flex week. He also mentioned that he did receive any survey results from adjuncts.

Goal 4 was approved

2. Goal 5: "Improve assessment of professional development effectiveness"

DISCUSSION: Pedro brought up various methods of assessment including Attitudes, Skills, and Knowledge.

Goal 5 was approved

Todd further explained that these are working goals and that the wording may change.

III. Strategic Directions.

Todd opened discussion on our current strategic directions, providing some historical and purpose context.

1. It was clarified that while we are involved in strategic direction # 2 we are not directly in charge
2. We are working on strategic direction#3
3. We do strategic direction # 4 through flex week, scholarships to support off campus training

IV. New Business

1. John asked for clarification on some of the discussion items from previous meetings. Specifically:

May 1st- Lesley Bonds had asked at the May 1st meeting if there could be more options available for the program review forms to allow specific requests for professional development in key areas. Todd will follow up with Lesley Bonds.

2. May 6th- the status of updated flex forms. Discussion points included that some areas seem to be using out of date flex forms. This issue will be addressed.

V. Todd discussed a request from John about forming a standing subcommittee for flex which would address specific flex concerns and provide updated reports. It was moved and seconded for four members: John Giertz, Reese Weltman, Diana Cason, and Shohreh Rahman.

VI. Reese provided a detailed overview of opening week.

The detailed report is on the PDC link

Highlights include:

- 52 sessions
- 314 individual attendees
- 700 logins/sign-ins
- 123 completed flex week evaluations

VII. Todd and Reese discussed the need for creating a professional development academy subcommittee. Moved and seconded. Members: Isabel, Todd, Reese, and Pedro.

Meeting adjourned at 3:25.