



FOOTHILL COLLEGE
Professional Development Committee Meeting

MINUTES

Date: 05/16/16

Time: 12:00 p.m. – 1:00 p.m.

Location: Altos Room (2019)

Attending

Jeff Anderson, Judy Baker, Kelaiah Harris, Carolyn Holcroft, Akemi Ishikawa, Tiffany Rideaux, Paula Schales, Benjamin Stefonik

Discussion Items

1. Approval of draft minutes
2. Announcements
3. Academic Senate Resolution- Next Steps following Approval
4. Opening Day
 - Collaboration with future President Thuy Nguyen
 - Submitted Ideas for Workshop
5. Work-life balance PD day update

Discussion Detail

1. Approval of draft minutes
The meeting minutes from April 25, 2016 were unanimously approved.
2. Announcements
 - a. The search for Director of Equity programs was unsuccessful.
 - b. Faculty tri-chair for PDC, Ben Stefonik, will be on sabbatical for fall quarter. He is actively looking for a potential new faculty tri-chair.
3. Academic Senate Resolution- Next steps following Approval
 - a. Ben shared the Senators' feedback for approval of the resolution supporting part-time faculty stipends for attending Professional Development events:
 - i. The criterion for a Professional Development event to count toward total hours to qualify for the stipend is that the event should contribute to faculty knowledge and pedagogy, and facilitate involvement with campus conversations/engagement.
 - b. The committee agreed the first step is to focus on proposal concepts and discover pathways for funds (program review and other resources). There will be a scheduled meeting with Kimberlee Messina, Karen Erickson, and people from the Senate to discuss available resources for funding.
 - c. The committee recognized that it can be challenging for part-time faculty to achieve the full 10 hours required to qualify and participate on Friday events. Options for accommodations were briefly discussed and will be revisited at a later date. Suggestions included:
 - i. Events can be offered on other days such as Saturday, Thursday, etc.

Agendas and minutes will be archived online through the Professional Development Committee at <http://www.foothill.edu/staff/development/PDC.php>

- ii. KCI FastTech courses can count towards Professional Development when there is sufficient enrollment.
 - iii. Events sponsored by The California Community Colleges' Success Network (3CSN) can also be included, only if it is available on the Foothill College campus.
 - iv. Reduce the number of hours to 8 or provide a minimum of 6 hours on campus and 4 hours completed with Lynda.com or canvas/etudes training.
- 4. Opening Day
 - a. Ben will draft an email message to send, with permission, to future President Thuy Nguyen asking for her input and ideas for Opening Day planning.
 - b. The Committee received suggestions for workshops. The proposed suggestions include:
 - i. SLO committee had a potential idea with the Math Department.
 - ii. Casie Wheat suggested bringing in a person from the State Senate and/or conduct a session on the common assessment initiative.
 - iii. Instead of workshops, there was a suggestion to have an all day training session with Kimberly Papillon. She does applicable training for staff and faculty educating about implicit/unconscious biases. Before further development of this idea, the Committee will need to discuss this option with Karen Smith.
 - c. The committee briefly discussed the concern with miscommunication regarding the role of PDC on campus and the misinterpretation received from other workgroups and campus organizations.
- 5. Work-life Balance PD Day update
 - a. There will be 4 workshops and no keynote speaker for this event. 3 workshops have been confirmed: Mindfulness, Bike Safety, and Panel Discussion. A proposal for the 4th workshop is an open discussion on a video.
 - b. Jeff Anderson confirmed that Kevin Anderson will host a workshop on Bike Safety at Foothill College on Oct 7th. The main focus of Kevin's workshop will be commuting, general tips, and Foothill specific commuting options. Jeff will coordinate with Kevin on the concept of Bike Safety at Foothill and collaborate with the Sustainability Committee and Faculty.
 - c. Sarah Parikh suggested coordinating once a week yoga classes for faculty and recommended Beth as an Instructor. Beth also does mindfulness and meditation workshops. Concerns were raised about the instructor meeting minimum qualifications.
 - d. Tiffany Rideaux sent a request for potential keynote speaker to UC Berkeley's Greater Good Science Center but she did not get a response.
 - e. Currently 2 people have confirmed to be part of the panel discussion, Teresa Ong and Karen Erickson. Still waiting to hear from Kathy Perino. Sarah Williams and Sarah Parikh have not been contacted yet. Committee discussed being mindful of choosing panelists who can also relate to members of the audience who are child-free as well as those who are parents.
 - f. Inviting Shani Robins to present on wisdom and happiness in the workplace was considered as a potential workshop, but mixed reviews prompted the committee to wait and discuss it further with Karen Smith.
 - g. Paula Schales will provide more information to Tiffany Rideaux for a potential workshop on biomimicry.
 - h. Judy Baker will send a "hold the date" reminder to administrators for this October 7th PD day.