

BARSTOW COMMUNITY COLLEGE DISTRICT

PROFESSIONAL DEVELOPMENT COMMITTEE

October 27, 2016

3:00 p.m. to 4:00 p.m.

Human Resources Conference Room

- 1. Welcome**
- 2. Review/approval of meeting notes from March, 24 2016**
- 3. New Business**
- 4. Other**
- 5. Next Meeting – TBD**

Barstow Community College District
Professional Development Committee
Human Resources Conference Room
Meeting Notes: October 27, 2016
3:00 pm to 4:00 pm

Present: Clint Dougherty, Management; Alec Bawden, BCFA; Chris Clarke, Management; Samera Kabir, CSEA; Paulette Pereira

Absent:

Welcome:

Clint welcomed everyone.

New Business:

Discussion: None.

Other:

Discussion: **Strategic goal progress #7, goal 3 & 4.** Create catalog and annually update. Approve through email.

Evidence for accreditation: Type of evidence to track: update goals, note trainings we've had, catalog, department training. Where should the employee submit evidence to? Management suggests that the evidence should be kept by each department.

Topics of Professional development? Enrollment uses academic impressions for training. Enrollment has link and access code. Committee suggests incentives to complete training.

Action: Ask contingency groups for training & catalog suggestions.

Shared governance handbook: Committee to review purpose and membership for this committee.

Action: Clint will send out email to reply.

Management asks if the committee should keep "recognition" in the name of the committee.

Motion to remove "recognition" from the title: 1st- Clarke, 2nd – Samera, All in favor.

All College Meeting Attendance: If they have training, have release time. Case by case release time authorized to go to President if no training no release time.

Next Meeting:

Discussion: TBD

Adjourn

1st Kabir

2nd Bawden

Barstow Community College District
Professional Development Committee
Human Resources Conference Room

Meeting Notes: January 26, 2017

3:00 pm to 4:00 pm

Present: Clint Dougherty, Management; Chris Clarke, Management; Samera Kabir, CSEA; Rosalinda Palakiko; HR; Christina Calderon; Management; Paulette Pereira, Recorder

Absent: Alec Bawden, BCFA

Welcome:

Clint welcomed everyone.

Review/approval of meeting notes from October 27, 2016:

1st S. Kabir, 2nd C. Clarke

Professional Development Program:

Discussion: In need of training topics. There could be a drop box in I: Drive. It could be divided by department of classification.

Continue Discussion on Professional Development Catalog:

Discussion: Campus Answers and Legal Consortium offers various trainings; HR to bring in external trainers. Samera and Christina to handle local and pertinent to department.

Possible workflow of process. Collect Training -> Send to Chris -> Create on Website as a PDF or HTML.

New Business:

Discussion: None.

Other:

Discussion: None.

Next Meeting:

Discussion: March 2nd.