

Oct. 28, 2013
PD Committee Meeting Minutes

In Attendance: Ben Stefonik, Maureen Chenoweth, Judy Baker, Carolyn Holcroft

Planning for Winter Quarter

January 24, 2014 was confirmed as the first Professional Development Day for the Winter Quarter. The tentative schedule will include six sessions between 8:30 am and 12:30 pm.

- One session was scheduled for **8:30 am through 9:20 am:** Qualitative grading by Patrick Morris (tentative).
- Two concurrent sessions were scheduled from **9:30 am through 10:30 am:**
 - Psychology of Student Success by Ben Stefonik (confirmed) and
 - Voicethread by Hilary Gomes (confirmed).
- Two concurrent sessions were scheduled for **10:45 am through 11:45 am:**
 - Student Success and Classified Staff (tentative)
 - Minimize Cheating: Turnitin Overview by Judy Baker (confirmed)
- Two concurrent sessions were scheduled for **12:00 noon through 1:00 pm:**
 - Classified Staff Contract Updates (tentative)
 - Equity Issues (tentative)

Carolyn Holcroft volunteered to contact the members of the Equity Committee about possible PD workshops about equity issues during the Winter and/or Spring Quarters.

Maureen volunteered to ask Denise Perez if she would be willing to give a PD session about Classified Staff Contract Updates.

March 7, 2014 was confirmed as the second Professional Development Day for the Winter Quarter and will be on the topic of 3CMS - Reading Apprenticeship.

Planning for Spring Quarter

The following workshop topics are under consideration for the Spring Quarter for PD Day:

- How to Assess and Grade Group Work and Team Members - Sarah Parikh (tentative)
- Tips and Tricks for iPads and iPhones: ISO 7 Updates by Ben Baraclough – (tentative)
- Creating Interactive Online Course Material by Jose Nava (tentative)
- Make Your Own Instructional Video by Judy Baker (tentative)
- PDL presentation follow up (tentative)
- Equity Issues (tentative)

Business Items

- PD Committee members were reminded to read the meeting minutes that are available via the PD Committee webpage at <http://foothill.edu/staff/development/PDC.php>
- Ben Stefonik agreed to ask the Academic Senate to appoint the following faculty to the Professional Development Committee: Day, Duncan, Fong, Gomes, Jordahl, Holcroft, and Maurer.
- Development of the PD program review was discussed. Each member of the PD Committee agreed to read the 2012-2013 Program Review for PD and then suggest updates and/or additional content for the 2013-2014 Program Review for PD.
- Discussion about the need to set up a PD Office at Foothill College was tabled until further information could be obtained. Maureen Chenoweth volunteered to meet with Kimberlee Messina in order to ensure that the President's Cabinet is aware of upcoming professional development funding opportunities that may be available from the State Chancellor's Office.
- Ben agreed to discuss with Meredith Heiser the possibility of faculty/staff earning more than 2 hours of PD credit for a 1 hour workshop.