



**PROFESSIONAL DEVELOPMENT
ADVISORY BOARD MEETING
September 14, 2010**

**MEETING TYPE: PD Advisory Board
Minutes**

**Date: Tuesday, September 14, 2010
Starting Time: 3:00 p.m.
Ending Time: 4:00 p.m.
Place: NS-145**

CHAIR: Leanne Maunu

MEMBERS PRESENT: Sherry Goldsmith, Dewi Hokett, Rafiki Jenkins, Rob Jones,
Byung Kang, Steve McDonald, Chuong Nguyen, Jan Schultz
Richard Stegman

ABSENT: Terrie Canon

RECORDER: Glenda Gardner

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- PD Coordinator, Leanne Maunu, called the meeting to order at 3:05 p.m.
 - Minutes from the April 13, 2010 and May 11, 2010 meetings were unanimously approved.
 - **Update on Fall 2010 Plenary** – We had a very good turnout at both the Part-Time and Full-Time Plenaries. We offered additional workshops and received positive feedback. There was limited attendance at the Faculty Inquiry Groups workshop so it may be offered again.
 - **Creation of New PD Codes** – We have added two new codes for SLOs to help improve tracking for state reporting. There has been discussion about adding codes for BSI/HSI but that has been put on hold pending further review.
 - **Access to Previous PD Contracts** – The State requires us to keep three years of PD contracts for part-time faculty and indefinitely for full-time faculty. Some faculty have requested previous year's PD contracts to review. Leanne has discussed the possibility of having access to previous contracts through eServices but this may not be possible due to programming issues. The PD Office will continue to provide previous contracts to faculty who request them.
 - **PD Pay for Non-Instructional Assignments** – Counseling Services has asked if non-instructional counselors qualify for PD pay during winter intersession. Leanne will check with VP Cuaron. We may want to include this in our PD Guidelines booklet when it is updated.

- **Spring 2011 Workshops** – We will begin developing the workshop schedule next month. Discussion included incorporating new Basic Skills workshops, Reading Across the Curriculum and scheduling the Poetry workshop again. Leanne would like to provide training to faculty at the Escondido Center. Steve suggested that we think about bringing a speaker to the campus.
- **Changes to PD Contract Page** – We would like to improve our PD website and have started a list of issues to look at. If you have any suggestions please forward them to the PD office. We previously discussed the possibility of claiming committee work under a self-designed activity instead of service points and will review this again at our next meeting.

Meeting adjourned at 3:40 p.m.

<p>Next Meeting – Tuesday, October 12, 2010 (2nd Tuesday of the Month) 3:00 p.m.-4:00 p.m. in NS-145</p>
