



**PROFESSIONAL DEVELOPMENT
ADVISORY BOARD MEETING
September 13, 2011**

**MEETING TYPE: PD Advisory Board
Minutes**

Date: Tuesday, September 13, 2011
Starting Time: 3:00 p.m.
Ending Time: 4:00 p.m.
Place: NS-145

CHAIR: Leanne Maunu
MEMBERS PRESENT: Lisa Bertotti, Sherry Goldsmith, Martin Japtok, Kalyna Lesyna, Linda Morrow, Marian Spaid-Ross
ABSENT: Rafiki Jenkins, Steve McDonald
RECORDER: Glenda Gardner

PD Coordinator Leanne Maunu called the meeting to order at 3:05 p.m. and introduced the new members of the PD Advisory Committee.

- Approval of the Minutes from the April 12, 2011 meeting was postponed until the next meeting.
- **Campus "Free" Hour** – It was determined that we need that hour for classes so we will not institute a campus "free" hour.
- **December Committee Meeting** – The committee agreed to cancel the December 13, 2011, meeting because it takes place during Finals Week.
- **Update and Feedback on August Plenary Session** – Feedback was very positive but many of the participants felt that the breakout sessions were not long enough. Next year we will go back to the 2 hour format and continue to offer a variety of sessions.
- **Update and Feedback on Changes to eServices Contract Submission and PD Codes** – The programmers worked on changes to the contract over the Summer. Leanne reviewed the handout of the new contract submission process. Committee members noted that the changes were subtle, but made the process easier.
- **Accreditation Planning Agenda #5** – Postpone until the next meeting. Review handout.
- **Strategic Planning Council (SPC) SPFF Grants** – We can apply for new grants in October. Leanne will take recommendations for grants related to Innovations in Teaching & Learning. It was suggested that we apply for a grant to present another session of the On Course Workshop.
- **Potential Cengage PD Workshop for Spring 2012 Semester** – Cengage will sponsor and present free workshops at Palomar College. Leanne was interested in a workshop on Writing Across the Curriculum. There was some concern that the workshop is being sponsored by a Publishing Company and that it would be advisable to check with other departments before we make a commitment. This item has been tabled until further discussion takes place within departments.

Meeting adjourned at 4:00 p.m.

Next Meeting – Tuesday, October 11, 2011 (2nd Tuesday of the Month)

3:00 p.m.-4:00 p.m. in MD-155B