

SDCE Professional Development Committee Meeting

Dec. 10, 2018 2:00-3:00 PM Rm 121 ECC

Minutes

Member Present: Members Present: Michelle Fischthal; Carol Wilkinson; John Bromma; Holly Rodriquez; Roma Weaver; Linda Osborn; David Holden; Laurie Cozzolino

1. No meeting in November- no minutes to review
2. David Holden made a request to review changes to the description of the WIOA Grant Committee in the SDCE Governance Handbook. However, there were some issues and concerns, and David said he would get clarification and bring this issue back to the Committee.
3. Resource Prioritization Process and Review: VPI and Committee Chair Michelle Fischthal shared the new process for funding requests at SDCE. She handed out a copy of the SDCE Resource Prioritization Rubric Matrix Draft and the committee reviewed it. Members of the Professional Development Committee will be tasked with reviewing and rating a number of professional development resource (funding) requests, using this matrix, as part of this new process. We will be receiving more information and required forms after the holidays, so please be on the lookout for this email. This is an effort to improve processes, create transparency and participation across groups in order to allocate resources for projects that are in line with SDCE's institutional and program strategic goals. This will be on the Agenda for the next meeting as well.
4. Flex Advisory Sub-Committee Special Request: Review and Discuss: Laurie Cozzolino, SDCE Flex Coordinator made a request on behalf of the Flex Advisory Sub-Committee regarding the current SDCE practice on how Flex hours are assigned. Currently, faculty who teach less than 18-week classes are not given a Flex obligation assignment, and are therefore not compensated in lieu of instruction. The Flex Advisory Sub-Committee has requested that the PD Committee consider revising this practice so that all faculty members, regardless of whether they teach less than 18-week classes, will have the opportunity to be provided Flex hours, in order to support equity and fairness for all faculty (see attached document). There was a discussion on this topic in which faculty members shared their support for this recommendation and asked VPI/PD Committee Chair Michelle Fischthal to take this to the next level of consideration for review. (see attached recommendation)
5. Sub-Committee Reports:
 - Diversity, Equity and Inclusion Sub-Committee: Linda Osborn reported on a number of projects that are supported by this Committee, including the Dec. 6 'Creating SafeZones for LBQTQ Training', which was a great success. Led by SDCE Counselor Lisa Carulli and Community Member Noreen Cabrera, this session was attended by a number of our faculty who are deaf, and there were two interpreters attending as well, in addition to more than 10 other participants. This is a busy time of year with many conflicting events, so it was a very good crowd who attended. The attendees were quite diverse and brought new and different perspectives to all who attended. The Diversity, Equity and Inclusion Sub-committee also support the SDCE Book Club, which is in its second year with more than 35 participants this past semester, and is

also working on a number of other projects that support our institutional goals in the coming semester.

-Passport to Success: Roma Weaver Passport to Success: Roma Weaver reported on the recent Passport to Success session, held on Friday Dec. 7 at SDCCD District Office, with the topic of 'Leadership & Succession Planning.' Chancellor Constance Carroll and President Carlos Cortez presented the awards at the annual Leadership Luncheon at the District. Speakers included Stephanie Bulger, Vice Chancellor, Instructional Services, Lynn Neault, Vice Chancellor, Student Services, Will Surbrook, Vice Chancellor, Human Resources, Christopher Manis, Vice Chancellor, Facilities Management, Jack Beresford, Communications and Public Relations and Erin Milligan-Hill Director of Employment and Professional Development. This was our 4th workshop providing information to new contract, adjunct and classified employees about leadership opportunities and succession planning. Our next workshop will be at North City Campus on Curriculum Development on January 4th.from 1 to 3. There are currently 18 faculty and 21 classified participants, including several adjunct faculty this year.

-Flex Advisory Sub-Committee: Laurie Cozzolino provided an update and a handout on the recent Flex Advisory Sub-Committee, as well as the recommendation from item #4, and reminded faculty that Spring Flex Days will be Monday Jan. 28 and Tuesday Jan. 29, 2019, with more info to follow.

1. No Roundtable
2. 2018-2019 SDCE PD Committee Meetings will be held on the 1st Monday of the month, at ECC, Room 121, 2:00-3:00 PM unless otherwise scheduled. Dates will include:
 - Monday, January 14, 2019 - 2:00pm
 - Monday, February 11, 2019 - 2:00pm
 - Monday, March 11, 2019 - 2:00pm
 - Monday, April 8, 2019 - 2:00pm
 - Monday, May 13, 2019 - 2:00pm

Recommendation:

Flex Hour Obligation Discussion: Currently, only faculty who teach 18-week courses have a Flex 'obligation' which means they get some compensation for participating in professional development activities either during planned Flex Days, or any time throughout the semester. Faculty who may teach 9-week courses or any course less than 18 weeks (such as some Health Care Careers classes) do not have the equal opportunity to participate and be compensated for some hours, as most of their colleagues are. The Committee agreed that this is not a fair and equitable practice, and that all classroom faculty should have the opportunity to participate equally. While we understand that community colleges are not required to provide all teaching faculty Flex assignments, our understanding is that we are not prohibited from doing so, as many colleges around the State do. Here is the recommendation:

“The SDCE Flex Advisory Sub-Committee unanimously supports the practice that all courses, even those less than 18 weeks, should carry a Flex obligation”.

The Flex Advisory Sub-Committee seeks to support equity for all faculty members to participate in professional development activities on an equal basis, and asked that Laurie request that the SDCE PD Committee consider this request for review and discussion at the December 10, 2018 PD Committee Meeting.