

**MERRITT COLLEGE
PROFESSIONAL DEVELOPMENT COMMITTEE MEETING**

Online via Zoom

Thursday, May 28th, 2020 9:00 –10:30 am

Minutes

Present: Maria Suarez, Jose A. Salceda, Denise Woodward, Doris Hankins, Frances Moy, Jason Holloway

Absent: Soledad Leung, Maria Spencer, Dr. Lilia Chavez

Guests: Scott Hoshida, Tom Renbarger

AGENDA ITEM	SUMMARY OF DISCUSSION	ACTION ITEMS/CONCLUSIONS
1. Call To Order	<i>Meeting called at 9:30 am.</i>	
2. Approve Agenda	<i>Agenda approved with corrections. Date changed to May 28th.</i>	M/S/P- Jason Holloway/Frances Moy
3. Approve 05/14/20 Minutes	<i>Minutes approved with no corrections.</i>	M/S/P- Maria Suarez/Frances Moy
4. Approved Professional Development Funds for Summer Trainings	<p><i>Vice Chancellor Siri Brown will cover the funds for summer trainings. Approved Professional Development summer requests include:</i></p> <ul style="list-style-type: none"> <i>-Nghiem Thai \$100.00 2020 Faculty Leadership Institute</i> <i>-Feather Ives \$328.00 Exam Simulator</i> <i>-Laura Cheng \$255.00 Online Teaching and Design</i> <i>-Hillary Altman \$97.00 Non-Violent Communication</i> <i>-Doris Hankins \$550.00 ACCCA 2020</i> <i>-Yohannes Mkidane \$349.00 ASCP Membership</i> <i>-Carrie Maultsby \$129.00 MozCon</i> <i>-Sun Young Ban \$240.00 Assessment in Digital Learning</i> <i>-Joya Chavarin \$200.00 Curriculum Institute</i> <i>-Theresa Halula \$200.00 Curriculum Institute</i> <i>-Francis Howard \$200.00 Curriculum Institute</i> <i>-Feather Ives \$200.00 Curriculum Institute</i> <i>-Ron Moss \$200.00 Curriculum Institute</i> 	
5. Distance Education Collaboration – Summer Online Webinars	<p><i>Monica Ambalal will be offering 4 online webinars during the summer.</i></p> <ul style="list-style-type: none"> <i>-The total cost = \$1,050.00</i> <i>-Vice Chancellor Siri Brown will cover the funds.</i> 	

**MERRITT COLLEGE
PROFESSIONAL DEVELOPMENT COMMITTEE MEETING**

<p>6. PDC Chair or Co-Chair Election for Next Academic Year</p>	<p><i>Maria Suarez and Frances Moy will serve as Co-Chairs of the Professional Development Committee for the next academic year.</i></p> <p><i>Reassign Time for the Co-Chairs will be .30.</i></p> <p><i>Jose A. Salceda will serve as the Notetaker of the Professional Development Committee for the next academic year.</i></p> <p><i>The stipend for the Notetaker will be \$600.00 each semester.</i></p> <p><i>New duties for the Notetaker will include posting the agenda and the minutes on the Professional Development Committee website.</i></p>	<p>M/S/P- Jason Holloway/Jose A. Salceda</p> <p>M/S/P- Jason Holloway/Jose A. Salceda</p> <p>M/S/P- Doris Hankins/Maria Suarez</p> <p>M/S/P- Jason Holloway/Maria Suarez</p> <p>M/S/P- Maria Suarez/Frances Moy</p>
<p>7. Other Items</p>	<p>Next meeting scheduled for August 6th at 9:00 am.</p>	
<p>8. Adjournment</p>	<p>Meeting Adjourned at 10:04 am.</p>	

* M/S/P = Motioned/Seconded/Passed