

College Professional Development & Leadership Committee Agenda

10/04/2016

3:00 pm to 5:00 pm

College Center, Distance Learning Conference Room

***Committee Mandate:*** *To promote, coordinate, recommend, and support the creation and delivery of professional development and leadership programs that increase the effectiveness of our institution and the satisfaction of our employees.*

1. **CALL TO ORDER** 
   1. Roll Call

|  |  |
| --- | --- |
| **Present** | **Members** |
|  | Bob Nash, Co-chair, Associate Dean, Distance Learning & Prof. Development |
|  | Cheryl Chapman, Co-chair, Academic Senate Representative |
|  | Mitchell Alves, Faculty Success Center Coordinator |
|  | Judy Garvey, MECTBD Administrator Representative |
|  | Elaine Hill, Classified Senate Representative |
|  | Ken Leighton, Academic Senate Representative |
|  | Dorothy McCollom, Classified Senate Representative & Committee Support |
|  | Renate Akins, Director of HR |
|  | Randall Warwick, Academic Senate Representative |

GUESTS: Chris Blackmore, Daniel Pittaway

* 1. Welcome
  2. Adoption of Agenda
  3. Approval of Minutes: 09/06/2016

1. **SPECIAL REPORTS & UPDATES**
   1. CCC SharePoint for Committees/Planning Councils/Work Groups/Ad Hoc Panels Presentation (Chris Blackmore)
   2. Training Faculty & Staff on Student Non-Cognitive Factors Associated with Success (Daniel Pittaway)
2. **ACTION ITEMS** 
   1. Group will review Summer Institute Survey and propose topics for next year
   2. Group to consider role and mandate of our Committee once the Flex Committee is created
   3. Bob will provide URL to PLN for members to review.
   4. Renate will provide access to Cornerstone demo for review
3. **STANDING REPORTS** 
   1. None
4. **DISCUSSION ITEMS**

5.1 Hosting a Meeting Around Archived Webinars (Mitchell Alves)

5.2 Speaker or Presentation Addressing “How Do I Say That”, “Conflict Management” and/or “Interpersonal Relationships”

1. **ANNOUNCEMENTS** (1-2 minutes per)
   1. 4th Annual Active Learning Leaders Conference: October 29, 2016 (Mitchell Alves)
   2. The Leadership TransitionTM Workshop (Bob)

6.2 Next Meeting, November 8, 2016 at 3:00 pm

1. **ADJOURNMENT**