

College Professional Development & Leadership Committee Agenda

12/06/2016

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

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| **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 |
|  | Araba Mensah, Classified Senate Representative |
|  | Randall Warwick, Academic Senate Representative |

* 1. Welcome
	2. Adoption of Agenda
	3. Approval of Minutes: 11/01/2016
1. **SPECIAL REPORTS & UPDATES**
	1. Demo Cornerstone (Bob Nash/Renate Akins)
	2. Kognito Demo (Nate Harrison)
2. **ACTION ITEMS**
	1. None
3. **STANDING REPORTS**
	1. None
4. **DISCUSSION ITEMS**
	1. Creating a New Training Needs Survey for Each Discipline/Department (Aeron)
	2. Summer Institute Survey Proposed Topics Vote from Classified (Araba)
	3. Input from CMT on Spring workshop topics
	4. Input for Academic Senate on Spring workshop topics
5. **ANNOUNCEMENTS** (1-2 minutes per)
	1. Coast Canvas Boot Camp, January 23 & 24, 2017 (Bob)
	2. Next Meeting, February 7, 2017 at 3:00 pm
6. **ADJOURNMENT**