Professional Development Committee  
Thursday, February 19, 2015  
3:15 – 4:30 pm

Attending: Shawn Brumbaugh, Amy Ethington, Katie Gerber, Ron Myers, MJ Papa, Tracy Ruelle, Mary Sandberg, Laura Sparks, Todd Straus, Debbie Weatherly.

1) **Note-taker:** Katie

2) **Approval of minutes:** No minutes to approve.

3) **Reports:**
   - **Co-chair report:** Katie and Laura will be presenting the Charter to AFA on 2/25/15. SEIU and the Classified Senate both approved the Charter.
   - **Campus Reports:** no updates
   - **Academic Senate:** Laura is working with the Senate to revise their bylaws. The bylaws will continue to include a Professional Development Subcommittee, however the members will be the same as the faculty members of PDC. Currently AFA representatives will be non-voting members but this will be coming up for discussion.
   - **Classified Senate:** Debbie Weatherly reported about the statewide classified senate plenary session and resolutions that are being discussed (more detail?). Also the recent move to providing new staff with reusable SRJC bags in support of sustainability.
   - **Academic Affairs:** no report
   - **Human Resources:** no report
   - **AFA:** no report

4) **Spring PDA:** Members were asked to share their thoughts about PDA day including what they are hearing from others. People were hearing very positive comments about Karen Stanley’s Tauzer lecture.
   - **Overall members of the committee had positive experiences with PDA.** Debbie W. saw greater participation on behalf of classified staff at this PDA. An electronic survey was sent out and will be shared at next PDC. There were a few of the in-person surveys but not many. Those surveys will be tallied but a preliminary review identified that people liked having more choices. It was recognized that not everyone signs up on the sign in sheets. There were 461 sign-ups for the Tauzer lecture. The overall trend is that more people are showing up. The wellness topic was very popular. Karen Stanley was appreciative that the wellness theme was carried through other parts of PDA day.
   - **The question came up about minimum sizes for workshops.** Is there a way to quantify what is considered a good size? Could we ask presenters what would be a reasonable number of people? Laura commented that for her workshop, several people had indicated that they would attend, but only a few showed up. Despite the low attendance, she felt that having more options was still what people preferred. It was noted that there was an increase in self-promotion of PDA events prior to PDA. A trend that was generally considered positive.
   - **Misc.** The Exploratorium space received good feedback as well. Expanding technology training sessions was mentioned. It was noted that it might be worth having other people besides the IT department providing training for programs and also offering multiple levels like we have previously with PowerPoint. The idea of offering multiple 45 minute sessions was also brought up as something to consider for Fall PDA.

5) **Work Life Balance Series:** Tracy provided an update for an additional speaker, **Stewart Crab (double check name),** the Director of HR from Facebook will be coming to SRJC on April 22nd. There will be a 1.5 hour lecture from 2 – 3:30 and a small reception from 3:30 – 4:30. The reception will be open to all, including students. He is doing this presentation for free. We are hoping that key players, including Dr. Chong, will be able to make it to the presentation and/or reception. Tracy would like to create bullet points for him to use to prepare in advance. In addition there is the second part of the inner/outer balance presentation from PDA. The idea to survey
employees to see what their needs are was discussed. Todd, Shawn, Tracy and Mary will work on questions for the survey. It was mentioned that it would likely be helpful to review the Great Colleges survey and the segment on work-life balance, as that is an area where we scored the lowest. Tracy will follow up with this.

6) **Fall PDA Programming:** Now that spring is over, it’s time to move on to Fall. A draft call was drafted and will be sent out for review. Mary would like to send a final out prior to the next PDC meeting. Suggestions included:
   - Add in 45-minute sessions
   - Put a box with New around things that we want people to notice
   - Make sure to applaud peoples contributions for providing workshops (e.g. Need your help to make this successful, etc.). Emphasize in the call that PDC was listening and responded to feedback.
   - Can we go back and identify whether we are getting new presenters for PDA?
   - Should we emphasize health and encourage more participation in this area?
   - Change the order of the list to emphasize certain areas. Remove SLO and Dept. Specific, or put them lower on the list.
   - Encourage new ideas? And new ways of presenting the information?
   - Go back and invite people to repeat popular workshops.
   - Team softball game or circuit training option for a PDA session? Ron will consider.
   - Timeline: want to make sure to give people a month to prepare. Need to have PDA draft before finals week and faculty leave for the summer.
   - Todd’s “Goofy “idea (his words, not mine). Todd shared an idea about setting up badminton courts around campus to promote play and wellness. More than a decade ago, Chicago set up pin pong tables around the City and people would end up playing them all around the City. Could we consider something like that? Of course Grounds and Facilities would need to be involved and there is likely some liability, etc. Generally people liked the idea.
   - Other ideas: play therapy for adults. Tracy asked a question about gender-specific topics (e.g. targeted men’s health issues, etc.). Would men be likely to attend?
   - Keynote: we need to be thinking about keynote speakers. Several ideas were being passed around by other groups. Ideas included: Pedro Oguera, Darla Cooper (Student Success), Jeffrey Chase (Sustainability). The fee for Pedro Oguera is $10,000. Other groups on campus were looking into funding. Robin Fautley has been talking to David Morris of the Statewide Academic Senate as well.

7) Things to do before next PDC: review survey results, finalize call and send out, create survey for work-life balance series, identify keynote speaker ideas. Finalize PDA report for the Cabinet.

8) **Next Meeting Dates:** Next meeting date, 3/5/15