

**San Diego Mesa College
Campus Employee Development Committee
Meeting Notes**

Sept 22, 2016
3:00 p.m. – 4:00 p.m., LOFT

ATTENDEES	Andy MacNeill	
	Denise Rogers	
	Erika Higginbotham	
	Mark Manasse	
	Tasha Frankie	
	Cathy Palestini	
	Wendy Smith	
	Eva Parrill	
	+student representative	

Agenda Item A: Call to Order: by Andy & Denise at 3:00

DISCUSSION	<ul style="list-style-type: none"> • Introduction of all members
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Agenda Item B: LOFT: Encouraging Usage/ Brainstorming ideas

DISCUSSION	<ul style="list-style-type: none"> • Can we keep track of who is using the LOFT & for what purpose? <ul style="list-style-type: none"> ○ How would we do this? ○ Sign in via ipad or clipboard at entrance ○ Sign on sheets on each table ○ Survey at the end of the semester? ○ Conclusion? Let's try a sign-in sheet on each table & send out a survey at the end of the semester • Can we expand offerings of the LOFT • How to coordinate Professional Development/Learning in a central location, even if events are not held in that location is a challenge/process • How to let staff know LOFT is here to support their professional endeavors
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	<ul style="list-style-type: none"> • Want to get to the point that we can coordinate major event/Flex/room requests
	<ul style="list-style-type: none"> • What events could the LOFT host/promote? <ul style="list-style-type: none"> ○ Grading/break from grading potluck? ○ Movie night? ○ Soliciting schools to have school meetings ○ Promote for committee meetings or special workshops ○ End of the semester demonstration by frequent users? ○ Market as central campus location

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Make sign in sheets for LOFT	Eva & Monica?	

Agenda Item C: LOFT Position Hiring Updates

DISCUSSION	<ul style="list-style-type: none"> • Professional Learning Coordinator <ul style="list-style-type: none"> ○ Position will be posted soon • Instructional Lab Technician <ul style="list-style-type: none"> ○ Applications are coming in, interviews are planned Oct, hope to have start around Nov 1st
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Agenda Item D: Discussion of “From Professional Development to Professional Learning” article led by Mark Manasse

DISCUSSION	<p>What is the difference between professional development & professional learning</p> <ul style="list-style-type: none"> • Involves follow through beyond a singular event • “developing” seems to refer to something someone else does TO you, and once you’re “developed” you’re done • Learning is a different culture- implies reflections, sharing of knowledge, immersion, contributing knowledge to others, motivating others to change their mindset & ideas, getting others involved, becoming a spokesperson <ul style="list-style-type: none"> ○ Also developing as a person in multiple areas ○ Reflecting “what do I want to learn, what do I need to learn this skill/knowledge/etc...” • Comparison to medical profession- Doctors are always updating the knowledge & methods on procedures, diseases, • Campus culture must allow learning and experimentation • How to get others excited about ideas? <ul style="list-style-type: none"> ○ Providing compensation for time/thought, so that employees know their time is valued ○ Grassroots change ○ Recognition
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	<ul style="list-style-type: none"> Shadow your college day? Like “peer evaluators” without the pressure-sharing methods, procedures, best practices <ul style="list-style-type: none"> For classified staff as well
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Agenda Item E: Committee Realignment on related committees

DISCUSSION	<p>Campus Employee Development Committee- should the name be changed to reflect a “Professional Learning” philosophy/mindset?</p> <ul style="list-style-type: none"> Think about, & next meeting members can return with suggestions
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Brainstorm ideas- what to call this committee 	<ul style="list-style-type: none"> everyone 	<ul style="list-style-type: none"> next meeting

Agenda Item F: Professional Development Across Campus

DISCUSSION	Tabled for next meeting
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Agenda Item G: Draft document for professional development funding/programming requests

DISCUSSION	Denise shared with rest of committee, will discuss further at next meeting
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Agenda Item H: CED programming for Fall 2016

DISCUSSION	Tabled for next meeting
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Agenda Item I: Adjournment

DISCUSSION	<p>Meeting was adjourned at 4:00 Meetings will be scheduled for 90 minutes going forward</p>
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Next Meeting: Thursday, Oct 27, 3:00-4:30; LOFT

Submitted by: Eva Parrill, Sr. Clerical Assistant, LOFT