

Staff Development Advisory Committee
February 26, 2015
TLC Office, Room 1771
12:30 – 1:30

Members Present: Cristine Vasquez, Shawna Bynum, Dan Estep, Jan Schardt, Kelly McCann, Rebecca Scott and Laura Ecklin

Members Excused: Jessica Millikan

Minutes: The minutes of the November 7th meeting were presented. Shawna Bynum moved to accept the minutes as presented. Kelly McCann seconded the motion. Motion carried.

Agenda: Approved by consensus

Public Comment: None

Fall Flex Day: There was a discussion about the proposed agenda would involve a “Ted Talk” format but with Dr. Giugni proposing to add 2 “Assessment Fridays” the PDC recommended that the format for Flex Days be on assessment. This concept has to be taken to the Faculty Senate for approval and if not approved then the “Ted Talk” format will be what the Flex Days agenda will be based on. Rebecca Scott explained how “Ted Talks” works. Laura Ecklin explained that adding 2 “Assessment Fridays” is a negotiable item and that the faculty would have to negotiate this change. There was a question about having the purpose of SLO’s to be a community dialogue so could a “Ted Talk” format do this? Shawna Bynum reported that according to the Faculty Senate we are behind and the divisions/departments need to sit down and do this. There was a discussion on classified involvement; it was suggested that EAP and other workshops could be provided to classified and administrators that do not have to be involved in assessment.

There was a discussion around the agenda for Fall Flex days. The day will start in the PAC with Ron Kraft, Terry Giugni and Oscar De Haro doing a brief 10 minute each welcome that will motivate faculty and staff and will be positive. There will be a quick introduction of new faculty and staff. It was decided that instead of having the bios of each new person be read a picture and brief bio will be included in the Flex Day agenda. Laura Ecklin and Rebecca Scott will draft a letter to send out explaining what is being asked of them. A brief discussion on the theme for Fall Flex Days was discussed, one idea was “IT’S AN EMERGENCY – IT’S ALL ABOUT ASSESSMENT”.

In the breakouts for each division/department there needs to be an assessment champion from each area that has been pre-trained. The champion would determine what needs to be done. There will be Friday training before the end of the semester to train the champions. What we will need is information from Dr. Giugni, Laura Ecklin will get this information. John Dotta will also need to be consulted as to who needs to work on their assessments.

There was also a discussion on having the campus closed during Flex Days so that all staff can be released to participate. This has been an issue in the past. Our student representative Dan Estep reported that with registration being done electronically this should not be an issue. If it was on the website and with postings in advance then students would not have an issue with it.

Napa Valley College Grant Applications: Jan Schardt reported that the Office of Institutional Advancement is revising the form and process; it will all be done electronically. They are still working on this as they have run into issues and hope to have it ready to go in a week or so.

The meeting adjourned at 1:35 p.m.

Respectfully submitted,

Jan Schardt