

### OXNARD COLLEGE MISSION STATEMENT

Oxnard College is a learning-centered institution that embraces academic excellence by providing multiple pathways to student success.

### PROFESSIONAL DEVELOPMENT COMMITTEE

The Professional Development Committee derives its authority from the Oxnard College Participatory Governance/Standing, Advisory and Ad-Hoc Committees Manual by the Academic and Classified Senates, Associated Student Government, and OC Management.

#### Purpose

The Professional Development Committee (PDC) supports and advances appropriate professional development activities of faculty, staff, and administration as delineated in AB1725 and Title 5. This committee directly supports Item No(s).8 under10+1.

#### Activities

In order to accomplish the above goals, the PDC:

- Solicits and evaluates applications for funding of faculty, staff, and administrative professional development activities.
- Coordinates with President's Office for development and delivery of a comprehensive program for professional development.
- Collects written reports of completed activities to SharePoint.
- Oversees the plans and publications of the schedule for professional development activities each year.
- Prepares and submits plans and reports of professional development activities to the President's Office for the State Chancellor's Office as required.
- Participates in the District Staff Development Committee's activities (Oxnard College's elected committee chair becomes chair of the district committee every third year).
- Maintains records of professional development activities, funding history, and reports related to those activities.
- Coordinates with appropriate District personnel to support campus based professional development activities as needed.

#### Expected Outcomes

- Faculty, staff, and administration will have the opportunity for on-campus participation in professional development activities during Professional Development Week and the "All College Day" as well as other professional development opportunities throughout the academic year and possibly during the summer semester.
- Oversees the distribution of travel funds for professional activities that supports the college and the students.



## **PROFESSIONAL DEVELOPMENT COMMITTEE**

**Monday, September 16, 2019**

**2:00-3:30 p.m.**

**Student Services Conference Room**

<b>AGENDA ITEM</b>		<b>ACCJC STANDARD</b>
I.	Welcome/Call to Order	I.C
II.	Public Comments	I.C
III.	Adoption of the Agenda	I.C
IV.	Review of Meeting Minutes	I.C
V.	Review of Membership and Charge	IV.A, IV.C
VI.	Review Travel Requests and Deadlines	III.D
VII.	PDC Application Form	IV.A
VIII.	Upcoming Professional Development Opportunities	II.A
IX.	Faculty & Staff Panel in September	IV.A
X.	Future Agenda Items	IV.A
XI.	Future Meeting Dates: Oct. 21, Nov. 18, Dec. 16 Jan/Feb TBD, Mar. 16, Apr. 20	IV.A
XII.	Adjournment	IV.A

## **ACCJC STANDARDS**

### **Standard I - Mission, Academic Quality and Institutional Effectiveness, and Integrity**

- I.A Mission
- I.B Assuring Academic Quality and Institutional Effectiveness
- I.C Institutional Integrity

### **Standard II - Student Learning Programs and Support Services**

- II.A Instructional Programs
- II.B Library and Learning Support Services
- II.C Student Support Services

### **Standard III - Resources**

- III.A Human Resources
- III.B Physical Resources
- III.C Technology Resources
- III.D Financial Resources

### **Standard IV - Leadership and Governance**

- IV.A Decision-Making Roles and Processes
- IV.B Chief Executive Officer
- IV.C Governing Board
- IV.D Multi-College Districts or Systems