**PROFESSIONAL DEVELOPMENT**

**COMMITTEE Meeting minutes for**

**October 17, 2016**

**Present:** Oscar Cobian (VP/Co-Chair), Robert Cabral *(Co-Chair/Business),* Denielle Wiley (Dental), Yong Ma (Science), Armine Derdiarian (Dental), Janet Dawald (Research), Charles Ramirez (Counseling), Teresa Bonham (English)

**Absent:** Krista Mendelsohn (Curriculum), Jessica Kuang (Math), Becca Porter (ADS)

**Guests:** Jose Maldonado (English)

**Proxy:** None

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| **Meeting Date: 10/17/16** | **Approval of Minutes: 9/19/16** | | **Recorded By: M. Castelo** | |
| **AN = Action Needed** | **AT = Action Taken** | **D = Discussion** | | **I = Information Only** |

**DISCUSSION/DECISIONS**

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| **I.** | **Call to Order and Welcome** | **AT** | Meeting called to order at 2:10 p.m. |
| **II.** | **Public Comments** | **I** | None |
| **III.** | **Approval of Meeting Minutes** | **AT** | Minutes were approved for September 19, 2016 with one minor correction to remove Carmen Eblen as a listed member of PBC as she is now retired. |
| **IV.** | **Discussion, Information, and Review** | | |
| a. | Informational Agenda/Minutes Recap | **I** | Handouts were distributed and reviewed regarding past meeting dates from 2012 to the present. Dollar amounts recommended in the past were reviewed and discussed. |
| b. | Spring 2017 Applications | **I** | The Spring 2017 application deadline will be 11/4/16. The application deadline will be announced via mass email distribution as well as in Academic Senate. Members were asked to notify their constituents of the November deadline for Spring 2017 travel.  A spreadsheet with a summary of the 2017 travel applications received to date was distributed, reviewed and discussed. |
| C. | Fall 2016 PDC Application | **I**  **AN** | The Fall Application deadline was 10/7/16.  Fall 2016 applications were distributed and reviewed. Some discussion followed. All recommended dollar amounts have been determined and approved. Robert will report out to Academic Senate and notify all applicants. |
| d. | CLU Doctoral Program | **I** | Ellen Pena, chair of the Doctoral Program at CLU will be having a lunch presentation here at OC on October 7th. An announcement and flyer is forthcoming. Lunch is included. |
| **V.** | **Other** | **I** | Proposed Meeting Dates: Dec. 12, Jan. 30, Feb. 27, Mar. 20, Apr. 17, May 15 |
|  | Announcements | **I** | Lisa Hopper and Janet Dawald are going to the Tableau Conference in Austin, TX on Nov. 6-11, 2016 to learn more about the Tableau Visualization Software that we have five licenses for. Janet plans to do a presentation during Flex week. |
| **VI.** | **Adjournment** | **I** | Meeting adjourned at 3:29 p.m. |