

Professional Development Committee
March 29, 2006 Minutes

The Professional Development Committee met on March 29, 2006 with the following members in attendance: Pam Cummings, Reneé Douglas, Donna Dunn, Judy Jennette, Dorothy Jordan, Joy Landeck, Marcia Norwood, and Lentz Stowe.

Members unable to attend were: Betsey Lee Hodges, Riley Mills, Penny Sermons, and Hal Swindell.

Judy opened the meeting by introducing Pam Cummings, the new director of BCCC's Human Resources Department, and welcoming her to the committee.

Approve minutes from January 10, 2006

Judy requested a motion to approve the minutes from the January 10, 2006 meeting. Motion was made, seconded and approved.

Campus Wide Communication Workshop

Judy apologized to the committee that members were not able to meet with Lynn Bloch to plan the workshops because the meeting was scheduled during spring break. During the planning meeting, Lynn requested the workshops not require attendance. Judy provided committee members with handouts Lynn had emailed: "Deep Change: Discovering the Leader Within" and "The Four Frame Model-based upon the book: "Reframing Organizations: Artistry, Choice & Leadership". The information on these handouts forms the basis of the information presented during the workshops. It was also decided to hold three workshops instead of two to allow more opportunity for employees to attend. The total cost will be \$2,000.00. Lastly the recommendation was made to have a follow-up evaluation of the workshops. A tentative date for a follow-up workshop has been set in September 2006. This will not be finalized until the first workshops have been evaluated and the funding for FY 06-07 is known.

Other Workshops-Progress

Sandy Sauvé had conducted the stress management lunch and learn on March 28, 2006. Her second lunch and learn on "Disruptive Behavior and Due Process" is scheduled for April 25.

There was no report on the safety summit (date, format, mandatory or not) due to Hal being unable to attend the meeting.

Due to a heavy workload, Judy reported that Phillip Price has delayed conducting a Lunch and Learn session on "retirement" until the next fiscal year.

Pam stated that state employee benefits now include Roth IRA, as well as PPO insurance options. She will try and have representatives come to the campus or area to make presentations on these options.

The new employee workshop was held and had good attendance. Reneé Douglas stated that, as a new employee, the workshop had been beneficial to her. One new employee workshop will be held this year. Pam will be assuming responsibility for new employee orientation programs.

In reference to the building tours, the recommendation was made to conduct the tours in the fall. Eunice Williams will work with the committee to set up tours of building #11 in August. Renovations in buildings #2 and #3 are still underway. Once the renovations are complete, tours will also be conducted in these buildings.

Discussion was held on conducting the Excel workshops. Donna Dunn reported that Diane Mills will not be able to lead the workshop. Donna will conduct the workshops and write a description of the class. One class will be held for faculty in the fall to focus on Gradebook, and one class will cover general information on formatting issues and Donna will determine the date for this class.

Return to Industry

Wesley Beddard will determine the faculty member to use these funds.

Updates

All BCCC committee structures are being reviewed and possibly changed. The finalized information will be available in May and added to the Faculty/Staff Handbook.

Effective July 1, 2006, the Professional Development committee will be placed under Pam Cummings as the new human resources director.

The Professional Development committee will schedule a meeting after Lynn Bloch's workshops to provide an opportunity to evaluate them.

There being no further business the meeting was adjourned.