

Professional Development Committee Meeting

October 25, 2021 9:30 AM via Zoom

Attendance

Present: Sue Beahm, Robert Carlson, Jen Graham, Ann Spinney

Absent: Taylor LeBlanc, Sarah Stackhouse

Minutes

A motion to accept the minutes of the October 4th meeting was moved by Jen, seconded by Sue and passed unanimously.

Ann was appointed to take minutes for this meeting.

Reports

Ann reports that the MCEA and MCCS Faculty contract language surrounding support for professional development may be posted on our Committee website, per Tammy Nelson.

Business Dept: Dwight is keeping track of faculty development activity; there are no requirements and no department budget to do professional development.

Liberal Arts: David keeps track; no requirements, no budget.

Early Childhood Education: Heidi must reapply for state licensure every 5 years. Must complete three 3-credit college courses or equivalent CEUs as part of relicensing. Her advisory board reviews her credentialing.

Nursing: Rhonda and Taylor track their own; Eileen tracks her department. Nursing faculty must maintain state licensure and BLS. Any certifications they track themselves. If faculty attend anything paid for with department funding, they must provide proof of attendance.

EMS: faculty practicing in the field must maintain their licensing

Trade & Technical Occupations: No report yet from Sarah

Academic Dean: Angela Buck reports the college has no requirements. Funding for professional development is mostly Perkins, and designated for trades.

HR, via email from Sarah: Lindsay would like it to become SOP that copies of all certifications, trainings, updated transcripts, basically anything required for licensure, accreditation, or with a CEU/credit attached is submitted to her for inclusion in personnel files. Lindsay doesn't think that HR needs to track other PD events, such as conferences or webinars.

Discussion

The committee concludes, there is no centralized infrastructure for reporting.

Jen reported that in the past, this committee discussed having a common form to submit CEUs and accreditation.

The current committee discussed means of creating one accessible to all faculty and staff. The current consensus is, that may be creating a solution to a problem that does not exist.

Follow Up

Jen will follow up with Lindsay: Does she currently have needs surrounding professional development documentation?

Jen will ask David: Will our new accreditation require more centralized reporting of CEUs and accreditation?

Ann will ask Mike if he knows of anyone accessing the MCCC funding.

Ann will follow up with Dwight about Microsoft certification.

Next meeting

Monday, November 8th at 9:30 AM via Zoom