



## Goal Team 5 Culture of Learning

### MINUTES

*December 1, 2-3:30 C208*

Time	Item	Notes	Action
<b>2:00 – 2:10</b> 10 minutes	<b>Check-in</b>	Team shared their thanks from their Thanksgiving break	
<b>2:10-2:15</b> 5 minutes	<b>Approval of Minutes</b>	Accepted and approved	
<b>2:15 – 2:25</b> 10 minutes	<b>Item #1:</b> Review Analysis of SOAR and Process Map.		
<b>2:25 – 2:50</b> 25 minutes	<b>Item #2:</b> Professional Growth Plans-Possible Forms (Ipd, PGP, other)	<p><b>How does everyone have it happen?</b></p> <ul style="list-style-type: none"> <li>- 2 kinds of Professional Development –</li> <li>1. Work-area specific</li> <li>2. leadership/learning/cohorts- stay in PD budget</li> </ul> <p>Department funding for those who need training/conference to do their job.</p> <p><b>Ideas generated:</b></p> <ul style="list-style-type: none"> <li>- Perfect opportunity for Department Planning – training for deans/directors – how to plan a budget, succession planning, consideration of equity and connecting with chairs.</li> <li>- create a College-wide form</li> </ul> <p><b>Review of past work:</b></p> <p>Mary and Duane presented work on past idea for Professional Growth Plan (PGP)</p> <p><b>Questions and Concerns generated:</b></p> <ul style="list-style-type: none"> <li>- Concern regarding which paperwork is in employee HR file.</li> <li>- Should we be making a recommendation on percentage of time for training? Concern regarding who will be covering work and need for guidelines regarding equity</li> <li>- Department level or higher level?</li> <li>- How do new opportunities get developed?</li> </ul>	

		<ul style="list-style-type: none"> <li>- How to balance between staffing needs of departments?</li> <li>- Discipline specific versus professional development funds. Decentralize versus centralize?</li> <li>- Scheduling/timing of New Employee Orientations</li> <li>- Limited amount of PD money – how to allocate? Every department would be able to have discipline specific funding- more control at department level.</li> </ul>	
<b>2:50- 3:20</b> 30 Minutes	<b>Big Picture Plans/Processes/Flow</b>	<p><b>Duane, Mary and Marcy agreed to work on plan and report at next meeting</b></p> <p>The plan will work to link Department goals versus individual needs</p>	
<b>3:20- 3:30</b> 10 Minutes	<b>Wrap Up- Announcements</b>	League for Innovation in the Community College Conference is 3/6/- 3/11/15 in Boston. If you volunteer for 4 hours, you have free registration, saving college \$650. Contact Linda Meccouri Professional Day is 3/27/15 on Mindset.	
	In attendance:	L. Meccouri, M. Yeager, D. Quinion, R. Taber, R. Rivera, B. Stachniewicz, S. McManus, D. Felisberto, M. Acevedo	

Team members: Co-chairs: Marcy Yeager and Linda Meccouri, Duane Quinion, Sharon McDermot, Kirsten Kortz, Donna Felisberto, Theresa Mullin, Candy Rentas, Melba Acevedo, Ricardo Rivera, Mary Chatigny, Ron Taber, Barbara Stachniewicz

***“The task of leadership is to create an alignment of strengths, making our weaknesses irrelevant.” Peter Drucker***