



GOVERNANCE COMMITTEES

Staff Development Committee

(CPC committee)

(NOTE: Not listed in Participatory Governance Agreement, updated 01/14/2013)

<p>Mission</p>	<p>The goal of the Staff Development Committee is to improve student learning by maximizing opportunities for personal development for the Los Angeles Harbor College Community. <i>Source: Committee SharePoint Site https://effectiveness.lahc.edu/cpc/staffdev/SitePages/Home.aspx Archived OMNI webpage http://www.lahc.edu/govplanning/governance/staffing/HumanResourcesCommittee_archive.html</i></p> <p>The Staff Development Committee at Los Angeles Harbor College is dedicated to improving student learning by maximizing opportunities for personal development for the Harbor College Community. The committee shall strive to achieve its goal in four ways:</p> <ol style="list-style-type: none"> 1. Provide personal and professional development activities which will assist Harbor College towards a learning centered environment. 2. Distributing Conference attendance funds in order to improve and diversify knowledge on the campus. 3. Distribute Diversity Fund in order to promote staff and faculty diversity on campus. 4. Provide a communication link between various agencies both within the college community and outside, in order to provide personal and professional development opportunities to a wide spectrum of the college community. 5. Provide a conduit for organizational activities, include; financial, schedule and advertising resources. <p><i>Source: Staff Development Committee Policy and Procedure Manual https://effectiveness.lahc.edu/cpc/staffdev/Committee%20Documents/Staff%20Development%20Manual%202009.pdf</i></p>
<p>Functions</p>	<ol style="list-style-type: none"> 1. Organize Staff Development Activities in conjunction with the FLEX Committee which will promote and improve student learning 2. Distribute information relevant to personal and professional development on and off campus 3. Distribute funding for authorized training or conference activities 4. Review and oversight of budget on a regular basis 5. Distribute diversity funds in accordance with California State Education Code 87108 used to: <ul style="list-style-type: none"> * promote the increased diversity of the college hiring pool to better reflect the population of our community * promote staff development activities which increase awareness and sensitivity to diversity <p><i>Source: Committee SharePoint Site https://effectiveness.lahc.edu/cpc/staffdev/SitePages/Home.aspx</i></p> <p>The Staff Development Committee shall be responsible for the following activities:</p> <ul style="list-style-type: none"> • Oversight of the budget. The committee is expected to review the budget on a regular basis in order to assure accuracy, fair distribution and compliance with budgeting objectives. • Distribution of funding for authorized conference or training activities. The committee is to review requests of amounts greater than \$300.00 in order to assure the fair and equitable distribution of available resources, as well as, assuring the expenditures are in alignment with the college’s mission and educational master plan. • Distributing information relevant to personal or professional development activities on and off campus. • Organize Staff Development Activities in conjunction with the FLEX committee which will promote and improve student learning. <p><i>Source: Staff Development Committee Policy and Procedure Manual https://effectiveness.lahc.edu/cpc/staffdev/Committee%20Documents/Staff%20Development%20Manual%202009.pdf</i></p>
<p>Brown Act</p>	<p>Yes <i>Source: Staff Development Committee Policy and Procedure Manual https://effectiveness.lahc.edu/cpc/staffdev/Committee%20Documents/Staff%20Development%20Manual%202009.pdf</i></p>
<p>Meeting Time / Place</p>	<p>Fourth Wednesday of every month at 1:00 PM <i>Source: Committee SharePoint Site https://effectiveness.lahc.edu/cpc/staffdev/SitePages/Home.aspx</i></p> <p>The Committee shall hold monthly meeting at a time and place noticed to the campus community and the public. <i>Source: Staff Development Committee Policy and Procedure Manual https://effectiveness.lahc.edu/cpc/staffdev/Committee%20Documents/Staff%20Development%20Manual%202009.pdf</i></p>
<p>Reports To</p>	<p>College Planning Council (CPC) <i>Source: Committee SharePoint Site https://effectiveness.lahc.edu/cpc/hr/SitePages/Home.aspx Staff Development Committee Policy and Procedure Manual https://effectiveness.lahc.edu/cpc/staffdev/Committee%20Documents/Staff%20Development%20Manual%202009.pdf</i></p>
<p>Plan Oversight</p>	



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Role in Planning	
Role in Program Review	
Chair(s)	
Current Chair(s) & Length of Term	Length of Term: <i>Source: Committee SharePoint Site https://effectiveness.lahc.edu/cpc/staffdev/SitePages/Home.aspx</i>
Membership Terms of Office	
Membership	<p>Staff Development Coordinator (selected by the CPC), non-voting FLEX Coordinator (selected by the CPC) 2 Administrators (appointed by the president) 4 Faculty 1 Flex Coordinator 1 selected at large by the Academic Senate</p> <p><i>Source: Staff Development Committee Policy and Procedure Manual</i> https://effectiveness.lahc.edu/cpc/staffdev/Committee%20Documents/Staff%20Development%20Manual%202009.pdf</p> <p>2 selected by the AFT 2 appointed by the AFT Chapter President 4 Classified 1 from Supervisors 1 from Trades or Custodial 2 from Staff AFT</p>
Subcommittees	
Agenda / Minutes / Website	https://effectiveness.lahc.edu/cpc/staffdev/SitePages/Home.aspx