Professional Development Committee –

Committee Members: Tiffany Beaumont, George Bent, Cyd Bottomley, Nancy Dempsey, Alison Frisbie (Chair), Kristina Ierardi, Mary Jenkins, Elaine Madden, Sergio Marini, Robert Ross, Philip Sisson and Marsha Sylvia.

Professional Days:
The PDC assisted with the planning and coordination of the following three Professional Days. For the May Professional Day, we piloted a new format titled – “A Call for Proposals” that allowed all members of the college community to submit a proposal to present a workshop for professional day. This format was very well-received by the college community.

September 1, 2006 – NEASC
- Keynote Speaker - Rob Peck a.k.a. – “The Juggler”
- NEASC Standard Committees established for initial meeting

January 19, 2007 – Service Learning
- Keynote Speaker – Edward Zlotkowski

May 23, 2007 - Sustainability
- Keynote Speaker – Anthony Cortese
- Through our “Call for Proposals” – the following workshops were presented
  - Aging Memory and Alzheimer's Disease, Presenter: Sergio Marini Ph.D.
  - FERPA Basics: What We All Must Know, Presenters: Sandra Brito, Luci Holmes, and Skye Green
  - Beyond Access: Fun and Dynamic Teaching Strategies, Presenters: Dr Mary Moriarty, Higher Education Professional Development Coordinator for the Eastern Alliance in Science, Technology, Engineering, and Mathematics (EAST) out of USM. And Joyce Chasson.
  - How are you smart? Multiple Intelligences and Student Assessment, Presenter: Lore Loftfield De Bower
  - International Perspectives on Higher Education, Presenters: Michael Strmiska and Jacob Oni, Hemant Chikarmane,
  - “These Times demand The Times”, Presenter: John Ryan, New York Times
  - Audio and video enhancement of student learning, Presenters: Hemant Chikarmane and Mary Sullivan
  - Astro-Images, Presenter: Jim Shaw
  - What's new in Developmental Education from NADE (National Association for Developmental Education), Presenters: Robbin Dengler, Joan Loncich, Aaron Wan, Trish Allen, John French
  - EVERYONE, EVEN YOU, CAN DRAW! Presenter: Anne H Flash
  - What to do with all those digital images, Presenter: Michael H. Dallaire
  - Blackboard – It's there so why not take advantage of it!, Presenter: John-Paul San Giovanni
Additional committee work
Kristina Ierardi chaired the sub-committee to plan the annual holiday party along with members Marsha Sylvia and Alison Frisbie. The party was held at the Hyannis Golf Club. The party included a raffle and Yankee Swap. The committee met with the President to explore the concept of having a different committee/organization plan the holiday party, however, it was decided that the PDC would continue to coordinate the party but could ask for volunteers from the college community.

Kristina Ierardi attended a conference at Mass Bay Community College regarding Professional Development and how it was organized and handled at different institutions.

The Committee also developed a survey that was designed to gather information from the college community on areas of interest for future Professional Days. It also asked for input on the use of outside speakers, funding costs for food and the holiday party and the planning and coordination of the holiday party. However, the survey was never sent out because the committee opted to use a “call for proposals” format for the May professional day.

Budget
The Committee managed and approved expenditures submitted for funding. As a result of expenses submitted under Categories I, II and III, there was no funds available for expenses under Category IV.

The Committee financially supported the following activities:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Holiday Party</td>
<td>$4,375</td>
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<tr>
<td>Support Staff Lunch/Awards</td>
<td>$500</td>
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<tr>
<td>Support Staff Professional Day</td>
<td>$525</td>
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<tr>
<td>Employee Recognition Awards</td>
<td>$1,000</td>
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<tr>
<td>Keynote Speaker – Rob Peck</td>
<td>$1,500</td>
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<tr>
<td>Keynote Speaker – Anthony Cortese</td>
<td>$500</td>
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<tr>
<td>Food - September Professional Day</td>
<td>$5,267</td>
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<tr>
<td>Food - January Professional Day</td>
<td>$3,129</td>
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<tr>
<td>Food - May Professional Day</td>
<td>$2,500</td>
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Future Planning/Recommendations
After considerable discussions throughout the year, the PDC recommends that the College consider scheduling future Professional Days on days other than the day before classes are scheduled to start in September and January. The committee feels that those days should be used for college business such as reports from the President and administration and time for the faculty and staff to prepare for the upcoming semester. It was also suggested that those days be referred to as “Opening Days”. Professional days could then be scheduled at some point after the fall and spring semesters have started. It was further recommended that the college close on those days allowing for full participation by faculty and staff.

Prepared by: Alison Frisbie, Chair, submitted September 2007