



**GROSSMONT COLLEGE
Professional Development Committee**

**May 20, 2020
2:00 p.m. – 3:30 p.m.**

**Zoom
MEETING NOTES**

Purpose The Professional Development Committee carries out planning and evaluation of professional development programming which enhances the college’s readiness to achieve its strategic goals and mission. It also supports the institution’s continuous improvement and its diverse personnel. The committee identifies emerging trends from annual unit plans and program review to inform professional development.

| CO-CHAIRS | ASSOCIATED STUDENTS OF GROSSMONT COLLEGE | ADVISORY |
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| <input checked="" type="checkbox"/> Lida Rafia xx | <input checked="" type="checkbox"/> Kaelin Mastronardi | <input type="checkbox"/> Mike Reese |
| <input checked="" type="checkbox"/> Ryan Cline, Classified Co-Chair | <input type="checkbox"/> Kassandra Nieves | <input type="checkbox"/> Aaron Starck |
| | | <input type="checkbox"/> Bill McGreevy |

| ACADEMIC SENATE | CLASSIFIED SENATE | ADMINISTRATORS’ ASSOCIATION |
|--|--|---|
| <input type="checkbox"/> Christen McGaughey-Gilreath | <input checked="" type="checkbox"/> Dawn Heuft | <input checked="" type="checkbox"/> Veronica Romero |
| <input checked="" type="checkbox"/> Maite Valladolid | | <input type="checkbox"/> Agustin Albarran |

| EX-OFFICIO | RECORDER | GUEST |
|---|--|---|
| <input type="checkbox"/> Amy Ramos / <input checked="" type="checkbox"/> Brian Rickel | <input checked="" type="checkbox"/> Bernadette Black | <input checked="" type="checkbox"/> Jeanette Calo |
| <input checked="" type="checkbox"/> Lorena Ruggero | | |
| <input checked="" type="checkbox"/> Rochelle Weiser | | |

| ROUTINE BUSINESS | |
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| 1. Public Comments | No public comments were made. |
| 2. Additions/Deletions to Agenda | No additions were made. |
| 3. Approve Meeting Notes – 4/15/20 | The meeting notes from 4/15/20 were unanimously approved. |

| NEW BUSINESS | |
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| 4. Faculty Co-Chair Rotation | Lida stated that it is time for the rotation of the co-chair. Co-chair responsibilities rotate between classified and faculty. She asked Maite to email Bernadette if she is interested. Bernadette will also follow up with Christen. Then, a vote will be done via email. |

| COMMITTEE REPORTS | |
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| 5. Guided Pathways Advisory | <p>Lida stated that a couple of weeks ago a Guided Pathways newsletter was emailed out showing the structure and team. The Guided Pathways Advisory group is co-led by Lida Rafia and Courtney Williams. There are three faculty co-coordinators for Guided Pathways: Shawn Hicks, Cindi Harris, and Gary Johnson. There are also two auxiliary temporary positions that were just recently hired through the Foundation. Those are Carmen Hernandez who is the project coordinator, and Nancy Lopez who is the Institutional Effectiveness Specialist. Lida reviewed the PowerPoint from their meeting last Friday and will include that PowerPoint with the notes.</p> |
| 6. Classified Professional Development Committee | <p>Ryan stated that Classified PD hosts water cooler sessions every other week on Wednesdays. It's a nice way for people to check in and connect. Rochelle stated Lunchbox Leadership is scheduled for next Friday from 9:30-10:30. It is self-care session focused on being the best version of ourselves. A survey went out to managers and supervisors to provide feedback. Lida stated that administrators could learn from this too. Lorena will add the survey to the agenda for their next administrator's association meeting.</p> |
| 7. Faculty Professional Development Committee | <p>Brian stated the next Faculty PD meeting is scheduled for tomorrow. He stated that his experience with the Community of Practice (CoP) program has been a huge benefit for faculty moving over to technology based teaching. The FPD committee will be reviewing the flex week proposals, which included Cornerstone/VRC and the process of getting approved to teach online.</p> <p>Brian stated that there has been discussions about professional development training prior to July 1st and a recommendation will be going to the Senate that faculty receive PD credit for this in fall. It was stated that training has to add up to 30 hours to receive unit credit. Dawn stated the Canvas facilitated course is 20 hours. It was stated that the unit credit is a local decision. There is a detailed form for the faculty to fill out and submit to the VP and President for signatures. Dawn was eager to work with Lida and Rochelle to bundle the training with Canvas. She stated the next set of Canvas training courses is on June 29th not knowing about the July 1 issue. She asked if there is anything she can do to meet the criteria. If there is flexibility it has to come from a waiver from the state. Dawn will check to see if the facilitator can move the training to July 1st. She added that 150 people have signed up for the course.</p> |

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| <p>8. Office of Professional Development</p> | <p>Rochelle stated, as mentioned earlier, the Lunchbox Leadership is scheduled next Friday from 9:30-10:30. It will focus on working around the best versions of ourselves. Susmita Thukral, Psychology, and Beth Kelley, Exercise Science, will be the facilitators. It is an opportunity designed for classified professionals to explore their role on campus and interact with co-workers across campus. This came about from the needs assessment that was done which showed that often times, classified professionals felt isolated. The Classified Advisory group is meeting on Friday to brainstorm about other sessions.</p> <p>Lida stated the PD office is brainstorming ways in which we can operate in this environment. One area where we are not doing professional development is with supervisors and managers. There was discussion about what the PD's role is right now given the current environment. In the past, professional development has been around physical events. There will be no travel funds so the PD office has to do some re-envisioning. Lida asked the committee what they felt are the needs people are wanting. Veronica stated that there is a big need for mental health. Rochelle added that some of that will be covered at the Lunchbox Leadership next week. It was suggested recording that for people to view at their own time. Veronica further added there is a need to learn on how to manage being a parent and being able to fulfill your day-to-day responsibilities. Jeanette noted that a lot of people are missing out on community and suggested a virtual happy hour. It was also noted that people are experiencing zoom fatigue so providing tips might be helpful. Maite added another need is how to really use technology and being creative. Further, she indicated that something they implemented with the CARE program was that they started offering workshops for students as well as for their children to interact. There was discussion about tying the Wellness committee with the Professional Development office. Lida asked that members email her with any more ideas for professional development needs.</p> <p>Lorena stated that classified professionals are having difficulty with communication with their supervisors. We need a workshop for supervisors and managers to help with communication. Lida stated that in terms of the professional development office, we have been cautious about our role versus the district's role. With the lack of clarity on roles, our approach is to focus on what constituencies need and want. It was suggested bringing this matter to the administrators. Veronica will carry this forward to the administrator's association. Also, it can be a discussion item at Leadership Roundtable however it doesn't include all managers and supervisors.</p> |
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| DISCUSSION | |
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| 9. | N/A |

| FOR CONSENSUS | |
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| 10. | N/A |

| FOLLOW-UP | | |
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| Who | Item | Timeline |
| Bernadette Black | Email the two faculty reps for interest on serving as faculty co-chair. | |

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| Veronica Romero | Bring the concern about supervisor's communication with staff to the Administrator's Association group. | |
| Dawn Heuft | Follow up with the facilities for the June 29 th Canvas course to see if it can be rescheduled to July 1 st . | |

NEXT MEETING: August 19, 2020 @ 2:00PM. No meetings in the summer.