GROSSMONT
COLLEGE

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Professional Development Committee
March 16, 2022
2:15 p.m. – 3:30 p.m.

Meeting Summary
Join Here: https://cccconfer.zoom.us/j/95054997988

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 (Voting Members)	ASSOCIATED STUDENTS OF GROSSMONT COLLEGE (Voting Members)	ADVISORY (Non-voting members)
☒ Victoria Rodriguez, Chair	☐ Sara Laila	☐ Marsha Gable
☒ Ryan Cline, Classified Co-Chair	☐ Karla Moore	☐ Bill McGreevy
		☐ Marshall Fulbright

ACADEMIC SENATE (Voting Members)	CLASSIFIED SENATE (Voting Members)	ADMINISTRATORS' ASSOCIATION (Voting Members)
☐ Sarah Dunn	☒ Kirstyn Verdugo	☒ Niko Crumpton
☐ TBD	☒ Ryan Cline (co-chair)	☐ Heriberto Vasquez

EX-OFFICIO (Voting Members)	RECORDER (Non-Voting Member)
☒ Sharon Sampson / ☒ Taneisha Hellon	☒ Bernadette Black
☒ Karen Hern	
☐ David Ogul	
☐ TBD (PD Training Assistant)	

ROUTINE BUSINESS	
1. Welcome / Public Comments	Victoria welcomed the group.
2. Introductions	
3. Additions/Deletions to Agenda	There were no additions or deletions to the agenda.
4. Approve Meeting Notes – 10/20/21 and 2/16/22	As quorum has not been met, meeting notes from the last two meetings will be voted and approved on via email.

NEW BUSINESS	
5. Equity Institute	Sharon & Taneisha – 5 min Taneisha stated that the Equity Leadership Institute will provide diversity, equity, inclusion, and anti-racism (DEIA) training to a broader audience, which included classified, managers, administrators and faculty. They will be offering keynote speakers throughout the semester that is focused on DEIA with follow-up sessions to debrief on the speakers' presentations. They have confirmed three keynote speakers: Dr. Gloria Ladson-Billings, Dr. Betina Love, and Dr. Laura Rendon. After we process what we learn, the goal is to have a micro-level group implement some of the information and tools that are learned and embed it into our various leadership roles on campus. They are looking to provide leadership certificates for individuals who achieve attendance at all engagements so that participants can walk away with something tangible. The goal is to institutionalize this effort. They are working closely with the President's Taskforce on Anti-racism to help moderate these different keynotes, as well as other leaders across campus. Sharon added that they want to make sure this is embedded on the work we are doing and having it align with our new Mission and Vision. They want to make sure everyone is empowered to go back to their division and facilitate dialogue. The goal is to make the institute inclusive and not just faculty focused but rather, institutional focused. They will create a Google site to make sure its equitable for all participants as not everyone uses Canvas. The Institute will be held virtually and will also look into hyflex opportunities. Books will be provided for two of the keynote speakers for the first 50 people. All were encouraged to share this opportunity with their constituents.

DISCUSSION	
6. Final Review of Committee Responsibilities & Charge	Victoria – 30 minutes Victoria shared the feedback that was discussed at the last meeting on the committee's responsibilities and charge. After one more edit was made, the committee agreed with the proposed charge. Members were then divided into breakout rooms to review the responsibilities and provide their feedback. After coming back together, Victoria then shared that compiled document and further edits were made. Victoria suggested creating a flow chart on PD requests that come to us and how it's reviewed. Currently, faculty requests go to FDPC for review. If they do not have funding they refer it to the dean. For classified, there was an advisory group that planned classified professional development content but she was unsure if there's been communication with that committee. This is an opportunity to think about how we want this process to work. Should all PD requests come to this committee who will review and send to the appropriate group, or should the requests go to the advisory groups first and then to the PD committee? The overarching concern is the funding piece so faculty stopped the process of submitting requests due to lack of funding. When there is funding, one suggested that all requests are sent to PD committee as a whole and that we disseminate to the appropriate group. Having a clear chart on where requests go is important. There is also a strong sense for faculty purview over FDPC. Victoria added that she knows FDPC handles flex week decision making and what gets presented; she wants to talk about PD outside of flex week and asked if faculty would be open to that idea. Karen responded that she didn't see any problems. There was a question on how deans would be involved in the process as they approve off campus travel. Victoria stated that this focus is on in-house PD, such as a keynote speaker. The process would need to be clear as often people try to circumvent the process. As for classified, Kirstyn asked that this be tabled so she can bring it back to their reps to get their feedback. Victoria will put something together that can be shared with constituent groups.

	COMMITTEE REPORTS	
7.	Classified Professional Development Advisory Group Update	Kirstyn – 5 minutes Kirstyn reached out to Rochelle Weiser and Shardai Zaragoza to gauge when the group will start back up again. Shardai indicated they will begin that discussion beginning of the summer so the group is currently inactive. Victoria also acknowledged Classified Senate and how stretched thin they are right now.
8.	Faculty Professional Development Committee Update	Karen – 5 minutes Karen stated they had 12 to 13 offerings for a total of 16 hours from spring flex week. A few had to be delayed because they had to switch from in-person to Zoom. They are working on updating their website. She is finishing up her training and the site should be up and running probably by the end of spring break. They are also planning for fall flex week and will be updating the Google form so a call out can be sent. She hoped to get proposals from students, faculty, and staff on health and wellness for all parties.
9.	Strategic Planning Steering Committee Update	Niko – 5 minutes Niko displayed the draft 2022-2028 strategic plan goals and objectives that connect with the student's journey. The goals included: educational excellence; equity and antiracism; completion culture; innovation and effectiveness; operational excellence; and community collaboration. The student's journey includes connection, entry, progress, completion, and employment/transfer. Each goal included objectives These goals will inform a lot of professional development in the future. We want to make sure the goals permeate the campus. Denise loved that this is being folded in on the discussions we are having on resources. They hope to have this finalized soon. Taneisha added that it is important to keep these goals at the forefront of anything we do. There is a needs assessment survey that is currently being discussed with Academic Affairs, the District, and Cuyamaca, to identify areas of need. We need to ensure that these goals are embedded in that needs assessment survey.

	FOR CONSENSUS	
10.	Revisions to Committee Charge & Responsibilities	All - 10 minutes Victoria or Bernadette will email the members the final revisions to the committee's charge and responsibilities as discussed today for a final vote. Our feedback is due to VP Marsha Gable by the end of the week.

	FOLLOW-UP	
Who	**Item**	**Timeline**
Victoria / Bernadette	Email final revisions to committee's charge and responsibilities	As soon as possible; feedback due by end of the week.
Victoria	Draft a flow chart or document that can be shared with constituent groups regarding PD requests to the PD committee.	

NEXT MEETING: Next meeting is scheduled on Wednesday, April 20, 2022

Zoom information:
Join from PC, Mac, Linux, iOS or Android: https://cccconfer.zoom.us/j/95054997988