



GROSSMONT COLLEGE
Professional Development Committee
November 16, 2022
2:00 p.m. – 3:30 p.m.

Meeting Summary

Join Here: <https://zoom.us/j/91055943577>

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)
<input checked="" type="checkbox"/> Victoria Rodriguez, Chair	<input checked="" type="checkbox"/> Kayla Moreno	<input type="checkbox"/> Marsha Gable
<input checked="" type="checkbox"/> Dr. Brenda Edgerton-Webster, Faculty Co-Chair	<input checked="" type="checkbox"/> Jenine Smith	<input type="checkbox"/> VPAS
		<input type="checkbox"/> Marshall Fulbright

ACADEMIC SENATE (Voting Members)	CLASSIFIED SENATE (Voting Members)	ADMINISTRATORS’ ASSOCIATION (Voting Members)
<input checked="" type="checkbox"/> Brenda Edgerton-Webster (Faculty Co-Chair)	<input checked="" type="checkbox"/> Shardai Zaragoza	<input type="checkbox"/> Renee Nasori
<input type="checkbox"/> Sarah Dunn	<input checked="" type="checkbox"/> Theresa Apodaca	<input checked="" type="checkbox"/> Heriberto Vasquez

EX-OFFICIO (Voting Members)	RECORDER (Non-Voting Member)
<input type="checkbox"/> Sharon Sampson / <input checked="" type="checkbox"/> Taneisha Hellon	<input checked="" type="checkbox"/> Bernadette Black
<input checked="" type="checkbox"/> Karen Hern	
<input type="checkbox"/> Ernesto Rivera	
<input type="checkbox"/> Training Assistant TBD	

ROUTINE BUSINESS	
1. Welcome / Public Comments	Victoria welcomed everyone. No public comments were made.
2. Additions/Deletions to Agenda	No additions or deletions were made.
3. Approve Meeting Notes – 10/19/22	The 10/19/22 meeting notes were approved.

OLD BUSINESS	
<p>4. Selecting Top 3 Goals for the Committee this academic year</p>	<p>A. CONDUCT MEANINGFUL ASSESSMENTS:</p> <p>a. Foci group with those who typically attend the professional development opportunities to see why they attend. – Data collection to get a cross section of participants and opportunities for people to participate.</p> <p>b. Examine trends of workshops that have been canceled. This can be tied into focus group discussions to identify reasons why people didn't sign up for a professional development opportunity. It will also inform us why no one showed up to an event. It was also suggested looking at those events with low attendance. Victoria added that one of the goals of the SEM is to open a Teaching and Learning Center and to do a survey to see how faculty want to receive professional development. There was discussion about assessing the needs and how content should be delivered.</p> <p>c. Query/survey faculty, staff, and administrators on what they would like to see in professional development opportunities – i.e., text alerts – one question or a video parking lot,</p> <p>d. Clearinghouse of Funding Opportunities that specifically target Professional Development</p> <p>e. Best-practice Commitment from Administration to “Be the First”</p> <p>The committee agreed to move forward with goals A-C above and to move goals D and E to next year.</p> <p>B. PROVIDE ACCESSIBILITY: (all campus constituents – students, adjunct/FT Faculty, Classified Staff, Administrators)</p> <p>a. Continued payment for recordings services? There has been low access rates for recording services so we need to decide whether we should continue payment for recording services.</p> <p>b. Cross-collaborative District/Campus Calendar of PD Opportunities – We need a campus calendar of professional development opportunities mapped out from all areas.</p> <p>c. Intentional Collaborations – 2+/AY with the FPDC, ASGC, Classified Senate, Admin. Assoc., Wellness Committee, and Affinity Groups, et al. We need to demonstrate collaboration.</p> <p>C. CREATE A PD MARKETING PLAN:</p> <p>a. Review Marketing Strategies: This needs to occur on a regular basis</p> <p>b. PD Newsletter/Blast</p> <p>c. Communication Plan – Broadcast PD Events Campus Monitors, Campus Radio/PSAs – for local, Digital Newspaper, Text Alerts, Campus Social Media. It does have a long term affect in the community</p> <p>d. Professional development attuned to different affinity months. This ties in with calendar and marketing. We need to bring the rest of campus culture into the affinity arena.</p>

<p>Selecting Top 3 Goals for the Committee this academic year (con't)</p>	<p>We need to hold ourselves accountable and demonstrate that this work is being done. Shardai asked if the events where we have speakers come to campus are open to the community. Victoria noted that it is not always open to the community and that we just started inviting students. This is to protect the speaker from any possible Zoom bombing incidents. There was further discussion about the purpose of announcing events to the community if they are not invited, and the reason is to show that the college is being active.</p> <p>The next steps is to identify a subcommittee to start this work. We need to start by developing a survey on what professional development opportunities people are interested in, what they are not interested in, and how they want it delivered. Victoria will create a shared document and create a Google site to house this information.</p>
<p>5. Student Equity Plan & PD</p>	<p>Review components of Student Equity Plan that intersect with Professional Development</p> <p>Victoria shared the at-a glance graphic from the Student Equity Plan that intersects with professional development. As we talk about cross-collaborations, there was discussion about SEM, Student Success and Equity committee, and Professional Development committee coming together to talk about what the rollout of this work will look like. SEM is advocating for an early alert system so professional development needs to be provided for people to know how to use this system. Under persistence, Black Ally training is one of the professional development activities identified. There is a training developed by colleagues at MiraCosta and they offered a statewide webinar to talk about this work. There's discussion about bringing their speakers to our campus for this training. Next, we need to build awareness of programming and resources. How do we make sure people are getting information to support students and that students are getting information in a way they can access it? In summary, the Student Equity Plan identified professional development opportunities for the early alert system, equity-minded professional development, Black Ally training, and building awareness of programming and resources.</p> <p>There was discussion about the need to move antiracist framework throughout the institution and being intentional of the use of allies/co-conspirators. It was noted that the term "conspirators" has a negative connotation and suggested to keep the term ally as it is a safe gesture. We need to continue advocacy for having these discussions. Victoria shared a flyer on the evaluation of Black ally-ship. If we decide to bring this training on campus, we will need to think about how we want to approach this work.</p>

<p style="text-align: center;">INFORMATION</p>	
<p>6. USC Webinar in Dec.</p>	<p>Mon. Dec. 5th from 9am-noon – Responding to Resistance to Racial Equity Efforts www.uscrec.info/equityalliance9</p> <p>Victoria stated this webinar will be recorded if people are not able to attend. She encouraged all to attend.</p>
<p>7. Equity Showcase</p>	<p>Rescheduled for FLEX week. Victoria asked the reps to promote this to their constituency groups and encourage them to submit proposals.</p>
<p>8. Building a Self-Care Toolkit Event</p>	<p>Dec. 2nd from 11-noon. This is the last professional development activity of the semester.</p>

COMMITTEE REPORTS	
9. Assoc. Students of Grossmont College	No report.
10. Classified Senate	Shardai stated that she shared the Professional Development committee's goals and calendar of events. Also, it was shared that Microsoft can provide technical training over Zoom for free if interested. Also, Senate asked that when the PD calendar is sent out via email, they asked that the text be provided in the body of the email along with the flyer so that it is accessible.
11. Faculty PD Committee	Karen stated the Faculty PD committee is going through proposals for flex week. There has been discussion about the sexual harassment training and whether faculty will get paid or receive PD credit. After a discussion with both college presidents and the chancellor, faculty will be allowed 1.25 hours of PD credit for those who complete this required training. This has been communicated to HR.
12. Admin Assoc.	Heriberto stated PD training on LGBTQ+ was provided at the last Administrative Leadership Roundtable. This is one of two sessions. The goal was to start this training with administrators since there are not a lot of opportunities for them; plus creating inclusive environments start from the top.

FOR CONSENSUS	

FOLLOW-UP		
Who	Item	Timeline
Victoria Rodriguez	Create a Google Site to compile the survey questions	

NEXT MEETING: Next meeting – December 21, 2022 - Meeting Cancelled

Zoom information:

Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/91055943577>

Professional Development committee norms – Established March 20, 2019

Norms = Rules for how we're going to conduct ourselves in our meetings

1. Whenever we meet, talk about your latest professional development activity you participated in, or how you are supporting professional development (professional growth for ourselves and others).
2. Parking lot: Allow space for items that are not on agenda to be revisited next meeting.
3. Actively ask for other viewpoints; consider oppositions. Who is benefiting from the viewpoint and who is losing?
4. Give each person a voice so that it's not the same people talking all the time.
5. Be solution-oriented; "Yes, I hear you..."
6. Invitation for people to speak rather than being called on. Ask if anyone else has anything else to say before moving to next topic.
7. Provide definitions (e.g. Civility means different things in different communities. Define.)
8. Provide an icebreaker at every meeting (rather than welcome/introductions).
9. Review our norms every semester.
10. People should address those on the committee with respect and civility
11. Provide talking points at the end of the meeting for constituents to take back to their groups.