G R O S S M O N T
C O L L E G E

GROSSMONT COLLEGE
Professional Development Committee
March 15, 2023
2:00 p.m. – 3:30 p.m.

Meeting Summary
Join Here: https://us06web.zoom.us/j/82550929743

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	☐ TBD	☐ Marsha Gable
☐ Brenda Edgerton-Webster, Faculty Co-Chair	☐ Jenine Smith	☐ VPAS
		☒ Marshall Fulbright

ACADEMIC SENATE (Voting Members)	CLASSIFIED SENATE (Voting Members)	ADMINISTRATORS' ASSOCIATION (Voting Members)
☐ Brenda Edgerton-Webster (faculty co-chair)	☐ TBD ☒ Proxy: Graylin Clavell	☐ Renee Nasori
☐ Sarah Dunn	☒ Theresa Apodaca	☒ Heriberto Vasquez

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

ROUTINE BUSINESS	
1. Welcome / Public Comments	Guest Philip Blanco, faculty, commented on the recent Professional Development Travel Funding application procedure, and shared his concerns: 1) the amount ($500) is insufficient; 2) restricted rules (especially with meals); and 3) Onerous application /reimbursement process. He noted that every other college does a better job. First, the amount of $500 is insufficient and does not cover the entire cost for travel. Secondly, the funding does not pay for food which is questionable as work related travel will have reasonable expenses for food and mileage. Further, he commented on the process for submitting reimbursement and how long it takes to complete. He also expressed concern about spreading out the funds so broadly which then decreases the amount people can request. The committee thanked him for his comment and will have a discussion within the committee.
2. Additions/Deletions to Agenda	Additions to the agenda: • CCC LGBTQ+ Summit • ASGC campaign period
3. Approve Meeting Notes – 2/15/23	The meeting notes from 2/15/23 were approved.
OLD BUSINESS	
4. Review PD Needs Assessment Survey	Link to survey: https://gcccd.co1.qualtrics.com/jfe/form/SV_5dWxMpOVs86W4l0 Victoria shared the summary of the current results from the PD Needs Assessment survey and reviewed it briefly. The survey included questions on the employee's role on campus, topics of interest, common barriers, preferred methods of communications, types of professional development, preferred modality, and other ideas. A majority of the responses came from full-time faculty and a few responses from classified professionals. The survey link was shared with Academic Senate and will be shared at the Classified Senate meeting this Friday.
NEW BUSINESS	
5. Teaching & Learning Center	There is a Strategic Enrollment Management (SEM) team on campus that is part of the SEM Academy that is being hosted by the State Chancellor's office to think about how to improve enrollment through retention. One of the projects they are focusing on is launching a virtual Teaching and Learning Center this fall semester which would have implications for professional development. One of the goals is that this TLC would be equity-minded, promote innovative practices, and would be open to everyone. Being equity minded would mean that folders in the virtual TLC will be separated by topic of interest. The leads of the subgroup for the TLC are Agustin Albarran, Mark Poupard, and Victoria Rodriguez.

INFORMATION	
6. PD Fund Applications	The PD fund applications was launched last month and a total of three have been received so far. Victoria shared them here with the committee as they wanted to review applications to better understand what PD and conferences people are attending. One request was for a faculty member to present at a conference; another request was to attend a training to maintain credentials; and the third was a training for allied health to maintain credentials. Victoria reiterated that the PD fund application process was kept the same as before, with same amount. The goal was to make minimal changes so the opportunity could get it out quickly. The goal is to pilot this initiative for this semester to gage interest and demand for funds. The total pot is $30,000 which can fund up to 60 people. It was also reminded that the funds have always been available for faculty and staff. Also, these funds are separate from division and department budgets. Every division has funding for travel and conferences and these PD funds are supplemental. It was noted that these PD requests should remain confidential. Clarification was provided in that applications reviewed by subcommittees should not be open to the public. Victoria added that if we are forming a subcommittee to review applications, we need to talk about creating a rubric on how to rate applications. The person applying for PD funds does not need the committee's approval because the deans are signing off. Victoria added that there was discussion about having one application that lists the different funding sources available so people are aware. Also, it was noted that administrators are not encouraged to apply for these PD funds.
7. USC Equity Alliance	We have recently streamlined the registration process for Equity Connect. Simply go to https://equityconnect.usc.edu/login, scroll down and select 'Sign-up here.' Under category, select 'community college' and find your institution. Press next. This will take prospective users to a registration window to create an account. All users need is to use their college's email address when signing up. We also recently added more resources. Victoria reported that we are a part of the USC Alliance which is run by the USC Race and Equity Center, and shared the portal where anyone at the college can sign up for and review past webinars to learn about equitable practices and being antiracist. She asked the committee reps to share this link with their groups. There is no limit for sign-ups.
8. March PD Events	List of events can be found by clicking here.
9. CCC LGBTQ+ Summit	The CCC LGBTQ+ Summit is in its fifth year. The summit will be virtual and is scheduled on April 19th and 20th. Victoria stated that her office will be sponsoring 10 faculty, 10 classified professionals, 10 administrators, and 10 students to attend. There will be watch parties for the keynote speaker and closing in Griffin Gate. The link to submit interest: https://forms.gle/SCrQoJtYDeNXR2Np6 For more information about the summit, please visit their website here.

10. ASGC campaign period	Heriberto stated the ASGC elections will be on their way soon. He will be sharing the flyer and application at governance committees and will also work with Ernesto on emailing the application to students. [The application can be found here]().
11. Other	It was suggested that there be more Brown Act training for governance committees. The district will be offering some de-escalation workshops. The Community THRIVE gathering is scheduled on April 6th from 5:00pm-7:00pm. Sharon advocated for people to participate in the Anti-Defamation League (ADL) trainings. Also CCCAOE has a strand specifically for classified professionals. There is a Women's History event today from 4:00-5:30 in the LTR with an open reading.

COMMITTEE REPORTS	
12. FPDC	Karen indicated a call out will be sent out soon for flex proposals. They are hoping to get more campus resources offerings so that everyone is more informed on what we have on and off campus. The deadline to submit is April 11th.
13. Classified Senate	Graylin will send a reminder out at Senate about the upcoming March 24th Public Speaking series.
14. Admin Assoc.	No report.

FOR CONSENSUS	

FOLLOW-UP		
Who	**Item**	**Timeline**
Constituency Reps	PD Needs Assessment Survey – please share the link with your colleagues	

NEXT MEETING: Next meeting – April 19, 2023

Zoom information:

Join from PC, Mac, Linux, iOS or Android: https://us06web.zoom.us/j/82550929743