

# Professional Development Committee

## **AGENDA** for Monday, September 11, 2023

2:00pm-3:00pm

**Zoom: See calendar/email invitation**

Members (12): Denise Munoz, Diana Vera-Alba, Jackie Sabanos, Jan Jarrell, Jessica Luedtke, John Bromma, Lisa Carulli, Patricia Lopez, Roma Weaver, Veleka Iwuaba, Carla Grossini-Concha, Maureen Rubalcaba, Carla Yumul, Classified (Instructional Assistant) Classified supervisor (1), associated student (1)

Recorder: Debi King

Quorum: [5] Not subject to the Brown Act

**1. Call to Order/Roll Call 2:00pm**

**2. Action Items**

2.1 Approval of Agenda

2.2 Approval of May 8th, 2023 Minutes

**3. Information/Discussion Item(s)**

3.1 Discussion: Fall 2023 Convocation Recap & Spring Institution Day

- Convocation Survey: <https://www.surveymonkey.com/r/SJS25BQ>

3.2 Information: Conferences for 2023/24 Fiscal Year

- Procedure for submitting interest in conferences

3.3 Information: PD Sub Committees

- Professional Development Advisory Committee for Classified Professionals
  - [SDCCE Classified Professionals.Professional Development Sub Committee.pdf](#)  
Thursday, November 9<sup>th</sup> @ 1 pm
- Flex Advisory Sub Committee
  - Friday, October 6th @ 1 pm
  - Membership, addition of adjunct representation

3.4 Information: Strategic Plan & Professional Development

- [Strategic Plan Matrix](#)
  - 4.4 Provide professional development opportunities that focus on customer service, DEIAA, fiscal processes, leadership, and technology

3.5 Roundtable

**4. Adjournment 3:00pm**

**Meetings: 2nd Monday of Month, 2:00-3:00 (unless holiday, classes not in session, or institutional event)**

**Next Meetings:**

Fall 2023:  
October 9, 2023  
November 13, 2023  
December 11, 2023  
January 8, 2024  
February 12, 2024  
March 11, 2024  
April 8, 2024  
May 13, 2024

