

**SDCE Professional Development Committee**  
**Minutes: May 10, 2021 2:00-3:00 PM Via Zoom**

**Members Present:**

Laurie Cozzolino, Flex/Professional Development Coordinator, Chair  
Jessica Luedtke, Dean, Planning, Research & Institutional Effectiveness  
Diana Vera-Alba, Faculty & DE Committee  
Veleka Iwuaba, Faculty & FELI Lead  
Lisa Carulli, Diversity, Equity & Inclusion Chair/Faculty  
Roma Weaver, Passport to Success Lead  
Jackie Sabanos, Vice President, Administrative Services  
Patty Lopez, Classified Member  
John Bromma, Faculty & AS President  
Denise Munoz, Faculty (Counselor)  
Holly Rodriquez, Faculty

**Members not Present/ Vacant:**

Jan Jarrell, ESL Dean, Instructional Services(absent)  
Maureen Rubalcaba, Dean, Student Equity (absent)  
Associated Student (1): Vacant  
Classified Supervisor: Vacant  
Classified Member: Vacant  
Instructional Assistant: Vacant  
Guest: Kelly Henwood, Special Projects Manager, Office of Instructional Services

**Minutes**

- 1.1 Call to Order 2:05
- 2.1 Review and Approval of Agenda
- 2.2 Review and Approval of April 2021 Minutes
- 2.3 Guest Speaker Program: There was a special presentation on the SDCCE Facilities Master Plan (FMP) led by leads from Moore Ruble Yudell (MRY) architects & planners, Carissa Shrock Oyedele and Mario Yudell. They provided a brief introduction and overview of the SDCCE Facilities Master Plan, shared the goals, process and schedule for the Plan and then sought input from our committee members' perspectives on what is important for facilities planning in the future planning and resource allocation. They will be meeting with other groups at SDCCE as well and will share with leadership and others in the Fall. These initial meetings seek specifically to collect data and information from the various groups. This process is just beginning and has a long-term, 'into the future' timeline, that will synchronize with our Educational Master Plan. Areas of gaps highlighted by PD Committee members included, but were not limited to:
  - Need for updated technology: In-person, online, hybrid infrastructure upgrades and facilities support- having spaces that are flexible in new hybrid environment
  - Expansion: we can't expand faculty/ staff because we don't have the facilities to support more people while at the same time, some spaces may be under-utilized at different times of the day – so strategic scheduling is critical
  - Faculty often lack spaces to prep for class, meet with colleagues, etc.
  - Some spaces seem poorly designed for access; at some sites it is difficult to even find Student Services offices, where to enroll, etc. (Signage is key)

- Flexibility: we need more spaces that are modernized, flexible and adaptable to a variety of uses that can serve student and employee needs, with more faculty prep spaces at many of the campuses
- Have more Library/ Resource/Computer Centers to support student, faculty and staff use
- Consider needs of students and staff with different kinds of abilities/disabilities
- Sustainability: leverage outdoor spaces, recycling/waste, renewable energy/parking lots with solar panels are a great idea and should be expanded
- Parking, safety and maintenance issues at many campuses, especially at Mid City, Chavez and Mesa; need call boxes in parking lots, video camera and alarms
- General Access: consider elevator locations, maintenance, and wayfinding signage
- Signage: should re-think signage that is more flexible/ versatile/ digital
- Instructional Scheduling: need to move away from paper room scheduling into a digital medium that is accessed from anywhere
- Consider 'equity' at all times for all students and staff
- There is a lack of resources for Maintenance & Operations- it should be considered in the development of the FMP

2.4 Member Updates: Accreditation Visit /Flex Advisory Committee Share: The presentation on the Master Facilities Plan went over the time so there was not time for these topics.

## 2.5 2021-2022 PD Committee Membership & Schedule Reminder

### Adjournment

#### -Upcoming Meetings:

- Sept. 13, 2021
- Oct. 11, 2021
- Nov. 8, 2021
- Dec. 13, 2021
- Jan. 10, 2022
- Feb. 14, 2022
- Mar. 14, 2022
- April 11, 2022
- May 9, 2022