



Professional Development Committee

MINUTES for
Monday, October
14, 2024

2:00pm-3:00pm

Zoom

Members Present:	Carla Grossini-Concha, Roma Weaver, Jessica Luedtke, Tammy Krasne, Maureen Rubalcaba, Esteban Alvarado, Diana Vera-Alba, Denise Munoz, Veleka Iwuaba, John Bromma
Members not Present:	Jackie Sabanos, Jan Jarrell, Patricia Lopez, Carla Yumul, Oscar Castro Urias
Guests:	Janue Johnson
Recorder:	Nashlee Solis
AGENDA	
1. Call to Order 2:04pm	
2. Review Agenda, Approval of Minutes	
2.1 Approval of Agenda	
CONCLUSION	First motion to approve by Jessica Luedtke. Second motion to approve by Esteban Alvarado.
2.2 Approval of September 9th, 2024, Meeting Minutes	
DISCUSSION	First motion to approve by Maureen Rubalcaba. Second motion to approve by Esteban Alvarado.
3. Information/Discussion Item(s)	
3.1 PD Committee Meeting Membership	
INFORMATION	<ul style="list-style-type: none"> Oscar Castro Urias is the Classified Professional representative, but he is unable to attend the meetings. Carla would like to invite a Classified Professional who can attend consistently. Dean Jan Jarrell will be retiring in the spring, and Maureen will now be the instructional representative.
3.2 IEPI Grant Update	
INFORMATION	<ul style="list-style-type: none"> IEPI agreement was approved by the Board on October 10th. A one year \$200,000 grant that we will be working with the Institutional Effectiveness Partnership Institute through the Chancellor's office. It will go into three areas: 2 of them will be Professional Development related, and the other one is Research Institutional Effectiveness related. We will be looking for a consultant to focus on developing our programs in two ways: <ul style="list-style-type: none"> Consolidating our program in lower budgeting and higher budgeting for flexible planning. Institutional Strategic Plan for Professional Development for short and long term within this committee. Development of a Professional Development Intranet for support through the Communications office. The research office will be assisting with research as well if Communications is unavailable. Will be bringing in temporary folks to support, such as a project analyst for a year.
3.3 Professional Development Center Update	
INFORMATION	<ul style="list-style-type: none"> The new Professional Development Office is in North City at the old Student Services Welcome Center There are three individual computer stations. We are looking to rename the Professional Development Center.

3.4: Professional Development Advisory Committee for Classified Professionals	
INFORMATION	<ul style="list-style-type: none"> The meeting is set for October 23rd from 2-3pm on Zoom. We will touch on the STAR Conference and reviewing the survey from last year with the hopes of getting more people involved. We will also be discussing what Professional Development looks like for Classified Professionals. This committee really only meets twice a year and is an easy way for Classified Professionals to get involved without a monthly requirement. Carla will resend the invitation email with a link to register to the zoom meeting. Zoom Registration Link Carla encourages the committee to encourage other Classified Professionals to join.
3.5 Constructs for Creating a Culture of Dignity	
DISCUSSION	<ul style="list-style-type: none"> Three-part workshop - November 8th, 14th, and 15th 9am-2pm. This series talks about creating psychological safety in the classroom, and everyday exchanges with the students and each other. Classified Professionals, Administrators, and Faculty are all encouraged to participate, with an opportunity for faculty to earn flex credit. CoDE Flyer November 2024
Roundtable	<ul style="list-style-type: none"> Veleka shared information on FELI: January 13-17, Location TBD, Flex Credit available. Carla offered Roma to be present at Passport events to be able to answer any flex obligations questions that Passport participants, such as adjunct faculty, might have. Jessica reports to EGC twice a month for institution effectiveness and research, and for Professional Development, and would like folks of the committee to provide any informational items to Carla or Esteban such as flyers to be added to the folder so that she will be able to communicate what is going on with EGC. Jessica and the EGC are going to put a hold on the Governance Handbook for revisions for clarifications on committees. Tammy shares that she would like to be more involved, and Carla encouraged her to share information with other COS's on topics within this committee to help get the information out there such a FELI. Maureen shares that the Classified Professional Equity Certification 2.0 Train the Trainer will be finishing in December. Esteban shares information on the Diversity Book Club, with 23 potential participants (15 attended the first meeting, 4 were unable to make it). The following meetings will be online. Esteban encourages the committee to share this information to anyone who may be interested in joining as Esteban has a few copies of the <i>Meritocracy Trap</i> available. Esteban shares the DEI/AA Committee is also open to new members, for anyone who is interested. Diana shares that the ESL department completed the CASAS testing, and closed offices for two weeks with project assistants being able to help. The ESL department will start the Spring registration on November 4th. Denise shared under the guidance of PRIE, we have data coaches for program review and will continue one on ones as needed. Veleka shared her positive experience of NANDI, and it improved her overall well-being.
Action Item [who?]	Jessica will reach out to a Student Services Dean for representation for the Committee.
4. Adjournment Meeting adjourned at 3:00pm	

NEXT MEETING:

Monday, November 18th- 2:00pm

Zoom

Minutes submitted by: Nashlee Solis

Minutes approved:

11/18/2024 by Committee