MINUTES: SDCE Professional Development Committee Meeting
Feb. 11, 2019; 2:00-3:00 PM; Rm 121 ECC

Mission-SDCE PD Committee: The purpose of the San Diego Continuing Education (SDCE) Professional Development Committee is to support the professional growth of faculty, staff, and administrators with the ultimate goal of maintaining the highest quality of service for our students. The committee seeks to ensure that professional development opportunities provide relevant educational topics for the entire institution.

Members Present: Michelle Fischthal; Michelle Gray; Roma Weaver; Linda Osborn; David Holden; Laurie Cozzolino; Veleka Iwuaba; Ernie Romero; Holly Rodriquez

1. Minutes reviewed updated and approved from Jan. 14, 2019 PD Committee Meeting. Here is the updated language and Action Item : "*Michelle made a motion to approve with an addition that the Chair of a Committee, in this case the WIOA Title II Grant Committee, would communicate to all members of the Committee before bringing it to EGC. Action Item: The motion was unanimously approved, and David will now take this to EGC.*"

2. Michelle Fischthal shared the results of the Resource Prioritization Process and Review that were submitted by the PD Committee. There were 40 requests total that the PD Committee reviewed. Michelle shared that there was some questions regarding how to respond specifically to the question related to 'health and safety' requirements, with extra points given for this category. As time was short, Michelle and Laurie met to re-review the results from this category, agreeing that points would be awarded only in requests in which there was a legitimate and compelling reason- for example, a resource request that would merit extra points in this category might be for a program that has to follow specific safety procedures in order to operate or deliver instruction. Michelle said she would forward this concern to the Safety Committee for further comment and report back. There was a broad discussion of the resource review requests for Professional Development. It was noted that the request writers were not made aware of what the scoring rubric would look like for the review. It was also noted the requests that came out of PRIE were rated highly, but that may be because they also developed the rubric and were better equipped to respond. Committee members hoped that this would be considered as part of the approval process, and that in the future the process would be more equitable.   A move to approve the recommendations was made and passed.

3. Sub-Committee Reports:
   -Diversity, Equity and Inclusion Sub-Committee: Linda Osborn invited everyone to the Black History event coming up on Feb. 13 at ECC, on the theme of 'Black Migration,' with noted activist and spoken word artist Nate Howard, as well as entertainment and guest speakers, followed by refreshments. She mentioned there was a mix-up in getting some of the publicity materials on time. Linda also reminded us that NCORE is coming up, and that we hope to send out the application soon as we hope to send a broad team from SDCE The 2019 NCORE Conference, which will be in Portland, Oregon the week of May 28 – June 1, after graduation. Linda is planning to take the proposal to EGC for review ASAP, before we can finalize the application and invite people to apply. Once approved, Michelle said the application form should come to the PD Committee for review as well, and it was suggested that it be sent out via email to PD Committee members to save time, as the Conference is coming up soon and people will need time to procure funding for the Conference.
   -Passport to Success: Roma Weaver reported on the Feb. 1, 2019 Passport to Success session, with the theme of Technology for the day. SDCE BIT faculty and OER supported, Aaron Iffland presented an informative and comprehensive workshop 'Technology and Web support' with information on faculty resources provided. Participants were to the ZOOM platform/app and the special provisions available to users. Rachel Rose followed up with information about on-line and distance education at SDCE, and also offered a review of the CANVAS on-line learning platform and training, which all Passport to Success

participants are encouraged to complete. The next workshop is on March 1st at Mid City campus , with the topic of 'Inclusion' and will include presentations from DSPS Services and Student Equity program.
-Flex Advisory Sub-Committee: Laurie Cozzolino reported Spring Flex Days: 30+ sessions, including Institutional Day on Jan. 29th ,with a Guided Pathways Keynote Speaker and related interactive breakout sessions, which were very well received. There were also program meetings that day in the afternoon. More than 200 people attended the Institutional Day events. There were also several faculty led sessions offered on Monday Jan. 28th, many related directly to our Pillars and our classroom practices. Laurie noted that fewer people may attend in Spring, partly because many do not have a Spring Flex Obligation, or have completed everything in the Fall. David Holden also suggested that it is a busy time for many faculty who may choose to complete Fall paperwork and get ready for Spring semester. Any change in this schedule, such as adding more Flex Days, would have to go through the District's Calendar Committee, which already has set the calendar, including Flex Days, for the next 2 years.   Laurie shared that we have over 300 Flex sessions posted so far, and we recently added a number of CANVAS Sessions to the Flex Schedule.

4- Roundtable

2018-2019 SDCE PD Committee Meetings will be held on the 1st Monday of the month, at ECC, Room 121, 2:00-3:00 PM unless otherwise scheduled. Dates will include:
-        Monday, March 11, 2019 - 2:00pm
-        Monday, April 8, 2019 - 2:00pm
-        Monday, May 13, 2019 - 2:00pm
-        June Meeting: TBD