



Professional Development Committee

MINUTES for Monday, September 9, 2024

2:00pm

Zoom

Members Present:	Carla Grossini-Concha, Maureen Rubalcaba, Esteban Alvarado, Roma Weaver, John Bromma, Jessica Luedtke, Patty Lopez, Denise Munoz, Diana Vera-Alba, Veleka Iwuaba
Members not Present:	Jackie Sabanos, Jan Jarrell, Carla Yumul, Oscar Castro Urias
Guests:	
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 Patty Lopez. Second Motion to approve by Esteban Alvarado.
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2.2 Approval of May 13th, 2024 Meeting Minutes

CONCLUSION	First Motion to approve by Maureen Rubalcaba. Second Motion to approve Denise Munoz.
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3. Information/Discussion Item(s)

3.1 Convocation & Flex Days Recap & Survey

INFORMATION	<ul style="list-style-type: none"> Carla encouraged everyone to remind those in their departments to submit a survey response for meetings and sessions they attended by the end of the end. Carla asked for feedback: <ul style="list-style-type: none"> Maureen: with only one day of offices being closed, sessions should be scheduled with more consideration for classified professionals. Denise and John felt the time in the theater was too long.
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3.2 Upcoming Professional Development Opportunities

INFORMATION	<ul style="list-style-type: none"> Constructs for Creating a Culture of Dignity- 3-day virtual workshop series: 9/13/24, 9/19/24, & 9/20/24, 9 am-2 pm (Another session planned for November!) <ul style="list-style-type: none"> This series focuses on psychological safety in the classroom and the experiences of interactions with students. Also includes guided mediation. This series was created by Diego Navarro who also created the FELI workshop. Flex Training Session- Thursday, September 12th @ 2:30 pm <ul style="list-style-type: none"> CBA changes to Flex Rachel Wilker sent out an email with communication for Adjuncts completing flex hours, but there is still a lot of confusion. Carla encourages anyone needing help to contact herself, or Janay Patton, the Instructional Support Analyst.
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3.3 Conference Opportunities

INFORMATION	<ul style="list-style-type: none"> Fall Conferences coming up: <ul style="list-style-type: none"> CCCAOE- Palm Springs, California, from October 23rd-October 25th CAEP Summit- Oakland, California, from October 28th – October 30th
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	<ul style="list-style-type: none"> ○ DET/CHE Conference Directors of Educational Technology in California Higher Education – Monterey, CA, from Dec 3-6th <p>The administrative services website has all the information regarding the travel policy.</p>
3.4 Classified Professional Conference Interest	
INFORMATION	<ul style="list-style-type: none"> • There are four Classified Professionals who have filled out the Conference Interest form. <ul style="list-style-type: none"> ○ Ricardo Madueno Montanez, Instruct. Asst.- 2024 SEMA Conference (SWP Funds) ○ Mitza Lindsey CalWorks SST– 2024 NANDI Conference (SEAP Funds) ○ Sandy Hamel, Job Dev. & Placement Specialist – 2024 CCCAOE (Previously attended in Spring 2024-SWP Funds, will need VP approval) ○ Jennifer Kennedy, Job Dev. & Placement Specialist – 2024 CCCAOE (Previously attended in October 2019 – SWP Funds) • Because there are repeating staff completing the interest form, Carla feels like we should be spreading the word so other staff members can attend a conference, including Classified Professionals. • Carla updated the agenda to reflect SEAP rather than SSSP with the committee’s agreement. • Denise Munoz suggested adding a conference by Southwest Education to 3.3; Carla will look into the conference information to ensure it aligns with the California Community College System and our work.
Roundtable	<ul style="list-style-type: none"> • Maureen asked if other conferences can be added to the list of conferences that would also be beneficial to classified professionals, and Jessica informed the committee that any conference that relate to the travel policy would need to be approved by the EPC and EPGC. • Carla agreed that a second list can be created to live on the Professional Development Updates for All page for potential promotion of future conferences. • CPEC 2.0 is now open for enrollment, only to those who have completed CPEC 1.0. A start date of September 20th, with a goal for the group to complete 2.0 and Train the Trainer by the end of fall. • Jessica shared that Jesus Rivas and Edith Quintero will be recruiting for the Faculty Institutes 3rd iteration, which will be funded through the Strong Workforce to look at classroom related data and student outcomes to create a research project. Jessica encourages the committee to share this information with anyone interested in this stipend-based professional development opportunity • Roma shared that with Rachel Rose now as interim dean, her new partner, Helena, and herself will host their first event on October 11th for Passport to Success, with 23 participants and roughly 10 mentors. • Esteban is relaunching the Diversity Book Club, with the first book of the semester to be The Meritocracy Trap which will talk about the role society plays in education. Esteban has 3 tentative dates and a goal to finalize the dates and a flyer by Wednesday, September 11th. • Esteban will also be relaunching 1st Gen with changes to the time due to some members having a conflict with the ESL program meetings. • Esteban completed the CALPRO program in Critical Democratic Literacy and hopes to help educators incorporate civics learning and assignments in the project-based learning approach at SDCCE. Esteban is currently in the planning stages and hopes to provide more definitive information on dates at the next meeting. • Diana shared that most of the ESL classes are full and there is a waiting list. ESL already participates in the EL Civics and suggested Esteban reach out to Stephanie Thomas, who is the EL Civics Coordinator for a potential partnership. • Diana is the OER liaison for Academic Senate and encourages anyone who would like to update materials or is searching for material for their program to contact her.
Action Item [who?]	
4. Adjournment Meeting adjourned at 2:54pm	

NEXT MEETING:

October 14th

Zoom

Minutes submitted by:

Nashlee Solis

Minutes approved:

By Committee on 10/14/24