



Professional Development Committee

MINUTES - Monday, May 8, 2023

2:00 – 3:00 PM

Zoom virtual meeting

Members Present:	Carla Grossini-Concha, Maureen Rubalcaba, Veleka Iwuaba, Roma Weaver, Jessica Luedtke, Carla Floreniza Yumul, Jan Jarrell, Diana Vera-Alba, Denise Munoz, Patricia Lopez, Jackie Sabanos, John Bromma
Members not Present:	Linda Osborn, Lisa Carulli, Jennifer Bennett
Guests:	
Recorder:	Carla Grossini-Concha
AGENDA	
1. Call to Order 2:04 PM	
2. Action Items	
2.1 Approval of Agenda	
CONCLUSION	Motion to approve by Roma, seconded by John– Agenda approved
2.2 Approval of Minutes for April 10, 2023	
CONCLUSION	Motion to approve by Maureen, seconded by Jackie – 4/10/2023 minutes approved
3. Information/Discussion Item(s)	
3.1 Discussion: Fall 2023 Convocation	
INFORMATION /DISCUSSION	Form to be sent out to DL for CE regarding Flex sessions CE employees would like to see offered, or those they would like to facilitate. <ul style="list-style-type: none"> Fall Convocation to take place August 30, 31st, and September 1st
3.2 STAR Conference Planning	
INFORMATION	STAR Conference to take place on Thursday, May 18 th at ECC from 8:00 am – 1:30 pm. <ul style="list-style-type: none"> Day will begin at 8:00 am Breakfast & lunch will be served Informational speed sessions from 9:30am – 12:30pm Virtual sessions will be available in the afternoon Deans will be covering for Classified Professionals while they attend STAR Conference.
3.3 Fall Professional Development Conference Planning	
INFORMATION /DISCUSSION	<ul style="list-style-type: none"> CCCAOE October 24th- October 26th in Universal City, California <ul style="list-style-type: none"> The committee discussed that we need to be more intentional about supporting professional development opportunities for our Classified Professionals, including increasing communication about these opportunities Discussion evolved to include steps for how SDCCE employees can identify professional development opportunities and how to go about accessing funding.
3.4. Discussion: Strategic Plan & Professional Development	
INFORMATION /DISCUSSION	Committee looked at our SDCCE Institutional Strategic Plan , specifically goal 4 which states: <ul style="list-style-type: none"> “Strengthen our commitment to students and employees by promoting internal communication and using data to inform decisions and professional development opportunities” <ul style="list-style-type: none"> 4.4: Provide professional development opportunities that focus on customer service, DEIAA, fiscal processes, leadership, and technology 4.5: Provide faculty professional development that supports teaching and assessment in all modalities and the development of online instruction Carla shared Chronicle of Higher Education Article and talked about incorporating our own professional learning in our work at the committee.
4. Adjournment: Meeting adjourned at 3:02 PM	
Next Meeting: September 11, 2023	

Minutes submitted by: Carla Grossini-Concha

Minutes approved: By Committee on 9/11/2023