



Professional Development Committee

MINUTES - Monday, October 10, 2022

2:00 – 3:00 PM

Zoom virtual meeting

Members Present:	Denise Munoz, Diana Vera-Alba, Jackie Sabanos, Jan Jarrell, Jessica Luedtke, Linda Osborn, Patricia Lopez, Roma Weaver, Veleka Iwuaba
Members not Present:	John Bromma, Lisa Carulli
Guests:	Mindy Sloan
Recorder:	Debi King

AGENDA

1. Call to Order 2:04 PM

2. Action Items

2.1 Approval of Agenda

CONCLUSION Motion to approve by Diana, seconded by Patty – Agenda approved

3. Information/Discussion Item(s)

3.1 Review Institutional Mission and Committee Governance page & Membership Vacancies

DISCUSSION/ INFORMATION Committee members reviewed CE Mission Statement, PD website, and Governance Handbook PD page
 Current membership vacancies on PD Committee:

- Flex/Professional Development Coordinator, Chair
- Dean, Student Services
- Classified Professionals (4) to include 1 Supervisor and 1 Instructional Assistant

3.2 Convocation and Flex Days

DISCUSSION/ INFORMATION Mindy led discussion regarding the convocation, and FLEX sessions, at ECC in (8/31-9/2/2022) and shared the satisfaction survey results – overall, results were positive

- Favorable:
 - Having a theme for the event
 - The T-shirts given to every attendee
 - Bringing in dancers, singers, and community members
 - Part-time staff having an opportunity to participate was well received
- Unfavorable:
 - The heat during lunch
 - lack of sufficient shade umbrellas

The virtual FLEX sessions on Friday had more participants than the in-person sessions

3.3 Round Table

INFORMATION

- Program review, planning, resource request process is coming up – data has been revised and there’s a new data dashboard – training provided by PRIE will be starting tomorrow
- PD opportunities for faculty and staff on OER, textbook costs, grant opportunity for faculty to participate in – open to credit colleges and Continuing Ed
- Passport to Success has opened - participants include five new contract employees and seven classified professionals – the President attended the first session
- There was a FELI session at the end of August with a small cohort, but was successful – first day was via Zoom and the remaining days were in-person
- ESL teachers volunteered their time to provide a workshop for beginning-level ESL teachers as part of FLEX week
- Faculty Institute with about 25 participants – PRIE provided headcount/enrollment data, specifically how students are doing within their courses – another Faculty Institute will be provided next year to create action plans based on outcomes from this Faculty Institute

4. Adjournment: Meeting adjourned at 2:51 PM

Next Meeting: November 14, 2022

Minutes submitted by: Debi King

Minutes approved:

By Committee on 12/12/2022