

Minutes for Professional Development Committee

9 September 2024 14:00

L160

Attendance

Co-Chairs:

Faculty Co-Chair: Sara Manuel

Administrator Co-Chair: Christie Howell

Classified Co-Chair: Anita Karr

Members Present:

Jessica Black, Alex Rockey, Martha Gonzalez, Kathleen Hicks, Chris Glaser, Dan Hall, Chris LoCascio, Sara Manuel, Anita Karr, Christie Howell

Members Not Present:

Tori Furman, Crystal Rodriguez, Aaron Barber, Timothy Mason

Guests:

Pete Legrant, Kalina Hill

Called to Order

- Sara Manuel 14:04

Approval of Agenda

- Approval of Agenda
 - Alex moved to approve, Jessica seconded.

Approval of Meeting Minutes

- Approval of Meeting Minutes
 - Anita moved to approve, Alex seconded

Agenda Item #1: Welcome & introductions

- About the PDC, presented by Sara.
- Member introductions

Agenda Item #2: Committee Charge

- Review current charge
- Assess proposed changes
 - Some confusion here regarding PDC's proposals and Senate changes.
- Discussion (voting member changes) →
 - Specify administrative representatives: one from Instruction, one from Finances, and one from Student services needed.
 - PDC wants to raise classified participation from 4 to 6
 - Issue: may need to raise faculty to 12 to maintain parity
 - Sara will consult with academic senate
 - After consulting with Senate, Sara will send email with changes for PDC members to vote on.
 - **Question:** Do we need via email a motion to be made, seconded, and then the ayes?

Agenda Item #3: PDC recent updates

- Classified summer FLEX week (report by Christie)
 - A success! Participant numbers provided by Dan: Day 1 → 81; Day 2 → 81; Day 3 (morning and afternoon sessions separately offered improves flexibility) → 131.
 - Good feedback
- Note that we **skipped** Agenda item: PDC fall flex week Scholarship recipient presentation session (move to next meeting?)
- PDC Fall Flex week numbers increased (also Christie)
- **Discussion** of pros and cons of offering separate PD to different groups (faculty, classified, management)
 - **Pros** → allows targeted workshops, classified busy last week before semester
 - **Cons** → per Chris Glaser with support from many of us: perception of preferential treatment of faculty possible if classified feel that they are not being included in faculty targeted FLEX weeks.
 - **Solutions** → communication! Invite everyone to every PD offering, make clear that the separate summer classified training (which should be continued) is offered in acknowledgement of their increased workload just before the semester.
 - **In addition:** presenters should be recruited equally from/targeting both groups.

Agenda Item #4: Accessibility

- BC President is interested in improving accessibility. Current focus on classroom
- PDC need to be aware of its role in campus-wide efforts
- (we ran out of time, to be continued next meeting)

Agenda Item #5: Program Review

- PD requests need to be reviewed by PDC
- Departments need to get program review resource request submitted on time (Oct 10th) if they wish their requests to be reviewed in a timely manner.

Meeting Adjourned

- 15:01
- Jessica moved to adjourn, Anita seconded.