**SAN DIEGO CITY COLLEGE**

PROFESSIONAL DEVELOPMENT ADVISORY COMMITTEE

October 12, 2021 / 12:30 PM - 2:00 PM / via Zoom: https://cccconfer.zoom.us/j/94488749606

| | ATTENDEE/PROXY | COMMITTEE POSITION | | ATTENDEE/PROXY | COMMITTEE POSITION |
|---|---|---|---|---|---|
| x | Anna Rogers | Faculty; BSI Rep. | | Sean Ryan | Classified; CS Rep. |
| x | Christy Ball | Faculty | | Neary Sim | Classified; CS Rep. |
| x | Donna Carter | Faculty | x | Susan Murray | Dean; GP Rep. |
| x | Jen Boots | Faculty; AS Rep. | | Majeda Nasrawi | Vision Resource Center Coordinator, SPAA Rep. |
| | Kari Crawford | Faculty | x | Temmy Najimy | PD Center Assistant |
| x | Sarah Hawkins | Faculty | x | Don Long | Faculty; Co-Chair |
| x | Justin Bigley | PD Center Assistant | | Robbi Ewell | Dean; Co-Chair |
| x | Kelly Metz-Matthews | Faculty Learning Coordinator | x | Itza Vilaboy | Classified Development Coordinator |
| x | Erin Flanagan | SPAA PD Coordination | | | |

## AGENDA

**Meeting called to order at 12:36am**

- Welcome

- New Hires Institute (NHI)- Session 1 was on Friday, October 8, 2021. Invitation went out to approximately 80-90 new hires (previous 2 years). Total of 35 participants. Foundation members were invited to the NHI. Welcome and overview of the NHI. Next session is on Friday, October 29, 2021. Overview of the demographic of the student population.

**FALL 2021 (4 sessions)**

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| **OCTOBER 8:** Welcome & Kickoff! | | |
| 10:00am – 11:30am<br><br>FLEX #10608 | New Hires Institute (NHI) Overview<br>Welcome Remarks | Professional Development<br>President<br>VPI<br>VPSS<br>VPA<br>Academic Senate President<br>Classified Senate President<br>SPAA Representative |
| **OCTOBER 29:** Student Support Services | | |
| 10:00am – 12:00pm<br><br>FLEX #10621 | Student Affairs<br>Counseling<br>Disability Support Programs & Services<br>Mental Health<br>Student Health Clinic<br>Outreach<br>English Center<br>Math Center<br>Tutoring Center<br>Transfer & Career Center | Adan Sanchez<br>Georgina Garcia & Josoyln Hill<br>Brianne Kennedy<br>Leslie Easton<br>Dotti Cordell<br>Clarissa Padilla<br>Chris Baron<br>Tracey Kiser<br>Lance Soukhaseum<br>Sasha Knox |
| **NOVEMBER 19:** Professional Development; Campus Resources; Evaluation | | |
| 10:00am – 12:00pm<br><br>FLEX #10622 | Professional Development (Faculty)<br>Professional Development (SPAA)<br>Professional Development (Classified)<br>Learning Resource Center (LRC)/Library<br>World Cultures<br>Evaluations (Faculty)<br>Evaluations (SPAA) | Don Long & Kelly Metz-Matthews<br>Erin Flanagan<br>Itza Vilaboy & Sean Ryan<br>Majeda Nasrawi & Librarians<br>Michael Espar<br>Audrey Breay<br>SPAA Representative |
| **DECEMBER 10:** PeopleSoft/Campus Solutions | | |
| 10:00am – 12:00pm<br><br>FLEX #10623 | PeopleSoft<br>Campus Solutions<br>Submitting Grades | Business Services<br>District ERP<br>Admissions & Records |

- PD Coordinators Updates
    - Itza Vilaboy – PD survey for Classified, Classified Appreciation presentation, Library project
    - Erin Flanagan- Develop professional development programming for SPAA (ex. Staff evaluation, etc). There are 20 members in SPAA. Group and individual interviews. Good/bad for their onboarding process. What kind of training they would like to see offered through PD.
    - Kelly Metz-Matthews- listening tour, need assessment survey, relaunch academy remote teaching (A. Gum)

- Land Acknowledgement – in the process of land acknowledgment for City College. Dr. Ambol will be the speaker for Spring 2022 convocation. Kumeyaay Community College- http://kumeyaaycommunitycollege.com .

- Ongoing PD Operations
    - Flex Activities – missing flex report will be generate on Thursday, October 14, 2021
    - Upcoming events
        - Spring 2022 Convocation (January 27, 2022) -
        - Spring 2022 Flex Week Activities (January 24-28, 2022) – would like to plan ahead of time for the flex week activities for flex schedule.
            - Tentative Deadline: December 1, 2021
    - Budget and funding – AB $35k. Create forms to be signed electronically. Reach out to other campuses about electronic forms through PeopleSoft.

- Committee Membership and Composition
    - Online Mentor (Distance Education Co-Chair) – no objection to having guests attend the meeting. Concerns were raised sticking to the agenda and limiting questions in order to end the meeting on time.

- For the Good of the Order –
    - A. Roger – IEPI shared governance discussion – professional advancement committee (Lisa Will) connection builder, partnership