G R O S S M O N T
C O L L E G E

GROSSMONT COLLEGE
Professional Development Committee
January 27, 2021
2:00 p.m. – 3:30 p.m.

Join Here: https://cccconfer.zoom.us/j/99465424965

Purpose: The Professional Development Committee carries out planning and evaluation of professional development programming which enhances the college's readiness to achieve its strategic goals and mission. It also supports the institution's continuous improvement and its diverse personnel. The committee identifies emerging trends from annual unit plans and program review to inform professional development.

CO-CHAIRS (Voting Members)	ASSOCIATED STUDENTS OF GROSSMONT COLLEGE (Voting Members)	ADVISORY (Non-voting members)
☒ Lida Rafia, Chair	☐ Diego Osuna	☐ Aaron Starck
☒ Maite Valladolid, Faculty Co-Chair	☐ Javier Covarruvias	☒ Marshall Fulbright
		☐ Bill McGreevy

ACADEMIC SENATE (Voting Members)	CLASSIFIED SENATE (Voting Members)	ADMINISTRATORS' ASSOCIATION (Voting Members)
☒ Christen McGaughey-Gilreath	☒ Ryan Cline	☐ Niko Crumpton
	☒ Rachel Benson	☒ Veronica Romero

EX-OFFICIO (Voting Members)	RECORDER (Non-Voting Member)
☒ Sharon Sampson / ☒ Taneisha Hellon	☒ Bernadette Black
☐ Brian Rickel	
☒ Lorena Ruggero	
☒ Rochelle Weiser	

ROUTINE BUSINESS	
1. Welcome / Public Comments	Lida and Maite welcomed the committee.
2. Additions/Deletions to Agenda	No additions to the agenda.
3. Approve Meeting Notes – 11/19/20	Maite summarized the meeting notes from the last week. The notes were unanimously approved.

NEW BUSINESS	
4. Other	No new business.

DISCUSSION	
5. A brief review of Participatory Governance, our committee's charge and purpose	Lida shared the PowerPoint that was presented at College Council regarding Participatory Governance and Decision Making and reviewed it with the committee. Participatory governance provides transparency and voices for all constituency groups to make effective recommendations. She reviewed the process of where an idea or recommendation to improve our outcomes or making processes more efficient goes through governance. We have seven governance committees and an apex committee, which is College Council. All recommendations from College Council then go to the President. College Council has a standing item for governance committees to provide updates from their meetings. Lida reviewed constituency groups and attendee roles. Each member on a committee either serves as a constituency rep, ex officio rep (expert in the field), an advisory (non-voting, resource), a proxy, or guest. The proxy needs to be informed about the committee and be prepared to vote on the constituent's behalf. Lida reviewed the difference between participatory governance committees and operational committees. Participatory governance committees make recommendations on policies whereas operational committees put it into practice. There was discussion about what happens if two or more committees need to provide a recommendation on a proposal. It was stated that this is not the PD committee's responsibility; rather, it would be on the appropriate committee's agenda for discussion. Further, College Council may kick back a proposal to the appropriate committee for information. We also have a new AUP process so requests in the AUP go to the appropriate committee to get prioritized. There was also discussion about needing consistent language about professional development. It is up to each constituency rep to provide feedback to their groups. Lida asked how each group are communicating. Lorena stated that for Administrators Association they meet twice a month and reps are asked to provide a report out at the meetings. They have done a survey monkey to help rank and prioritize requests. The meetings are also recorded and posted on the website and all documents are uploaded as well. This allows people to also participate online. She added that they are willing to share their process with other groups. Christen indicated that for faculty, they would email the Academic Senate president to share with Academic Senate. Lida displayed the committee's purpose and responsibilities noting that the PD committee carries out planning and evaluation of professional development programming to achieve its strategic goals and mission. She asked the group to review the responsibilities and if any items stood out. Two that stood out were the bullets on developing a comprehensive annual plan of activities based on college strategic goals and how this committee contributes to that work, and fostering a campus climate that improves employee satisfaction, retention and success. One noted that there is not a bullet that actively mentions the antiracism work we are doing as a college. Lida clarified that we are not editing the handbook at this time; rather, we are looking at the responsibilities. Earlier we did an evaluation of on governance and the next iteration of that evaluation will be the handbook. There was concern that the wording in the handbook does not align with the college's call to action on antiracism. We as a committee can create our own updated purpose and responsibilities to carry out these goals. After discussion, it was agreed that the committee would like to establish professional development goals and activities to ensure employees are prepared to meet the needs of the diverse student and employee population.

6.	Clarity on the roles of PD office, FPDC & Classified Advisory	There was discussion about the roles of the Professional Development office, Faculty Professional Development Committee (FPDC) and the Classified Professional Development Advisory. The PD office creates, develops, and delivers professional development opportunities whereas the PD committee establishes goals and activities. Lida shared a diagram and reviewed with the committee. The PD office includes faculty co-coordinators Taneisha Hellon and Sharon Sampson; training assistant Rochelle Weiser; and the dean of student success and equity Dr. Lida Rafia. The Professional Development committee is a governance committee chaired by the dean of student success and equity. The Classified Professional Development Advisory is an operational committee of the Office of Professional Development. Lastly, the Faculty Professional Development Committee is a committee of the Academic Senate that oversees the development of flex week and matters of faculty professional development.
7.	Convocation & Flex Debrief	Item was not discussed.
8.	Spring PD planning – Workshop series for faculty – Workshop series for Classified	Lida will send a proposal for a series of workshops dedicated to faculty from the 12 Gateway courses.

COMMITTEE REPORTS		
9.	Classified Advisory Committee	The Classified Advisory group had great conversation last Friday. The group wants to institute the Classified Staff Equity Institute that was done a couple of years ago. They had a preliminary meeting to talk about how to get this underway. Lida asked Rochelle to send the proposal over to Bernadette to include with the notes so they can discuss at next month's meeting.
10.	Faculty Professional Development Committee	
11.	President's Taskforce on Antiracism Subgroups	PD subgroup: Lorena received the presentation video and slides from the November Equity Alliance meeting. If anyone is interested in joining the PD subgroup they should let Lorena know and she will forward to the convenor for the next meeting. Campus Climate subgroup: Sharon noted that the group generated ideas for convocation. Her mission is to see our leaders move this work forward. It was emphasized that there needs to be continued conversations on what was presented at convocation throughout the semester. Lida asked Lorena and Sharon that if they have more to share to please send to Bernadette who will send it out with the notes. There was further discussion about the need to have professional development opportunities for deans and managers.

FOR CONSENSUS	
12.	

FOLLOW-UP		
Who	**Item**	**Timeline**
Rochelle Weiser	Send Bernadette the proposal on the Classified Equity Institute.	Before next meeting
Lorena Ruggero and Sharon Sampson	Send Bernadette any further reports from their subgroup meeting.	Before next meeting
Lida Rafia	Send a proposal for a series of workshops dedicated to faculty from the 12 Gateway courses.	Before next meeting

NEXT MEETING: Wednesday, February 17, 2021 @ 2:00-3:30

Zoom information:

Join from PC, Mac, Linux, iOS or Android: https://cccconfer.zoom.us/j/99465424965

Or iPhone one-tap (US Toll): +16699006833,99465424965# or +13462487799,99465424965#

Or Telephone:
  Dial:
  +1 669 900 6833 (US Toll)
  +1 346 248 7799 (US Toll)
  +1 253 215 8782 (US Toll)
  Meeting ID: 994 6542 4965
  International numbers available: https://cccconfer.zoom.us/u/acYpc0XAxE

Or Skype for Business (Lync):
  SIP:99465424965@lync.zoom.us