



**GROSSMONT COLLEGE**  
**Professional Development Committee**  
**December 13, 2023**  
**2:00 p.m. – 3:30 p.m.**

**MINUTES**

**Join Here:** <https://us06web.zoom.us/j/82550929743>

**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.

<b>CO-CHAIRS (Voting Members)</b>	<b>ASSOCIATED STUDENTS OF GROSSMONT COLLEGE (Voting Members)</b>	<b>ADVISORY (Non-voting members)</b>
<input checked="" type="checkbox"/> Victoria Rodriguez, Co-Chair	<input type="checkbox"/> Ninwa Kasha	<input type="checkbox"/> Marsha Gable
<input checked="" type="checkbox"/> Julie Bennett, Co-Chair	<input type="checkbox"/> Matt Davis	<input type="checkbox"/> VPAS
		<input type="checkbox"/> Agustin Albarran

<b>ACADEMIC SENATE (Voting Members)</b>	<b>CLASSIFIED SENATE (Voting Members)</b>	<b>ADMINISTRATORS' ASSOCIATION (Voting Members)</b>
<input type="checkbox"/> Brenda Edgerton-Webster	<input type="checkbox"/> Julie Bennett	<input type="checkbox"/> Renee Nasori
<input checked="" type="checkbox"/> Tracy Hardin	<input type="checkbox"/> Theresa Apodaca	<input type="checkbox"/> VACANT

<b>EX-OFFICIO (Voting Members)</b>	<b>RECORDER (Non-Voting Member)</b>
<input checked="" type="checkbox"/> Sharon Sampson / <input type="checkbox"/> Taneisha Hellon	<input type="checkbox"/> Graylin Clavell
<input checked="" type="checkbox"/> Karen Hern	
<input type="checkbox"/> Ernesto Rivera	
<input checked="" type="checkbox"/> Adela Powers	

<b>ROUTINE BUSINESS</b>	
1. Welcome / Public Comments	The meeting began at 2:05pm.  There were no public comments.
2. Additions/Deletions to Agenda	Julie wanted to add to agenda item #7 (PF Funds) that there is an updated MOU being sent to District on Monday.
3. Approve Meeting Notes from 11/15/23	The November 2023 meeting minutes were approved.

**OLD BUSINESS**

4. Feedback on PD Fund Increase (for vote)

Classified Senate: The PD Fund increase was voted on and approved at the last Classified Senate meeting.

Academic Senate: Sharon mentioned that an increase in funds is always welcome for faculty.

Administration Association: This fund raise is strictly for Classified and Faculty.

The committee then voted on approving the fund increase which the group unanimously approved. Please share this information with your constituencies. Victoria will inform the College Council that effective immediately of the increase in funding from \$500 to \$700.

**NEW BUSINESS**

5. Review Feedback for PD Events

The Committee broke out into three groups (Equity Showcase Feedback, Thrive Feedback, and Faculty Equity and Innovation Institute Feedback).

Equity Showcase Feedback:

- Participants: Definitely keep during FLEX week and then schedule a second session sometime between weeks 7-10 so that participants that didn't get to attend have a second chance
- Participants: Recommend re-wording question #5 - it seems a yes/no type question and doesn't encourage specific feedback or ideas from participants
- Participants: Allow a bit more time in speed dating, as well as a 2-5 minute warning before it concludes
- Participants: Advertising - Was this also in Griffin weekly?
- Presenter: Continue encouraging more participatory/interactive sessions and less lecture-only
- Presenter: Again, maybe provide a bit longer time and be aware of the setting (lighting, snacks provided, etc)
- Attendance raffle or incentive to get additional/broader participant base
- Review marketing message - are we using wording that encourages a broader participant base? Or, what can be said differently or how can it be disbursed differently to get additional/new participants (maybe its a timing issue? Or could we make events more accessible - for example, HyFlex offerings)

ThRIVE Feedback:

- To specify more clearly between "new" and "newish" employees
- Ensure that supervisors are highly encouraging their employees to participate
- Create a "New Employee" participation sheet that lists all committees, events, constituency groups (that apply) (typically that used to be part of an onboarding process)
- Some comments stated that the information was helpful, feedback overall shows that the ThRIVE events help create a sense of belonging
- More time with students to ask questions during the student panel
- To have more student service representations during the student panel

Faculty and Innovation Institute Feedback:

<p>6. Semester Reflection: Discuss PD ideas for PD Plan Draft</p>	<p>Reflect back on semester, new PD ideas, looking back on data, great events that stood out, how to get resources/info to students (beyond email) with least hassle:</p> <ol style="list-style-type: none"><li>1. <b>List one PD workshop idea based on Wellness Interest Survey data</b><ul style="list-style-type: none"><li>- <b>Breakout 1:</b> Emotional Intelligence Workshop: Self-awareness, Self-management, Social-awareness, Relationship Management, Strengths Finder (Strengths/Weaknesses - areas to improve)</li><li>- <b>Breakout 2:</b> Learning to use apps (such as Calm) to learn breathing techniques and the sounds participants find most soothing / calming</li><li>- <b>Breakout 3:</b> Self-Care/Self-Soothe Kit Workshops for everyone; the importance of actually taking your breaks</li></ul></li><li>2. <b>List one PD workshop idea based on Staff Racial Climate Survey Data</b><ul style="list-style-type: none"><li>- <b>Breakout 1:</b> Process creation workshop, constitution and bylaws, connect to civility and empathy (mandated reporter - educator, check to see if classified staff are eligible to be one)</li><li>- <b>Breakout 2:</b> Panel discussion that provides: a. First or close-hand experience and then b. How that experience naturally changes their decision-making, opportunities, and outlook</li><li>- <b>Breakout 3:</b> why center race in climate discussions? (TED Talk: so you're tired of talking about race - Yasmin Roberts <a href="#">I'm Tired of Talking About Race   Jasmine Roberts   TEDxOhioStateUniversity</a>)</li></ul></li><li>3. <b>List one PD workshop idea based on PD events feedback</b><ul style="list-style-type: none"><li>- <b>Breakout 1:</b> Shadow an employee for a day (faculty shadow admin/admin shadow classified/etc).</li><li>- <b>Breakout 2:</b> Flex week "club day" - Set up tables that have a committee at each table to give new and/or existing colleagues the 15 second commercial on that committee, it's importance and why they should consider participating</li><li>- <b>Breakout 3:</b> comprehensive syllabus workshop - using syllabus as opportunity to disrupt oppressive systems of power</li></ul></li><li>4. <b>List one PD workshop idea based on your own knowledge/expertise</b><ul style="list-style-type: none"><li>- <b>Breakout 1:</b> Emotional Intelligence/Communication (interpersonal and public)</li><li>- <b>Breakout 2:</b> Crisis response/resource availability: two-fold - one PD that explains all the resources available to all colleagues on campus and district wide and one PD that tells us how to help others access it/use it with a warm handoff</li><li>- <b>Breakout 3:</b> community cultural wealth - how to build on students assets (maybe invite Tara Yosso for convocation for FA 2024)</li></ul></li></ol>
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<b>INFORMATION</b>	
7. Classified PD Funds Spending Plan Update	No deadline on use of funds which were issued to the District back in 2018. An updated MOU has been sent to the District on Monday. Julie mentioned that the funds to not have a deadline to use the funds, and that CSEA will be working with Classified Senate on how to use the funds.
8. GIATS & Equity Showcase	<p>The GIAT (Griffin Inquiry and Action Teams) were created as a Guided Pathways effort utilizing collaborative teams that look at data into a specific meta-major/academic and career pathway. The GIAT created purpose statements for each meta-major and strategies accomplishing their goals. These groups are comprised of classified and faculty employees.</p> <p>Equity Showcase (Thursday, January 26 @ 2pm in Griffin Gate):</p> <ul style="list-style-type: none"> <li>- This is a flex week event</li> <li>- Classified, Faculty, and Administrator's are welcome to come and attend and/or present an equitable idea/strategy in working with students to this event. All constituents have ideas and strategies on being inclusive and equitable in working with and providing services for our students.</li> <li>- Presenters are set up at a table and have 10-15 minutes to present their idea/strategy. Must provide a deliverable that could potentially be put into motion that day.</li> </ul>
9. Faculty Equity & Innovation Institute Update	<p>Faculty Equity &amp; Innovation Institute (21 Faculty Participants): This was inaugural institute.</p> <p>Session 1 – Orientation &amp; Data (GC PD Team)            Sessions 2 &amp; 3 – History of Institutionalized Racism in Higher Ed (Dee &amp; Ric)            Session 4 – Humanizing Teaching in the 21st Century (Fabiola Torres)            Session 5 – Power &amp; Culturally Responsive Teaching in the Classroom (Dr. Bruce Hoskins)            Session 6 – Community Cultural Wealth in the Classroom (Karen Marrujo)            Session 7 – Equity &amp; Generative AI in the Classroom (Adelle Roe)            Session 8 – Review &amp; Preview Semester Two (GC PD Team)            Semester Two – focused on building their e-portfolio</p> <p><b>FEII Portfolio Components</b>            Semester 1 Reflection            Welcome Letter &amp; Video for your selected section            Teaching Philosophy            Updated Equity-Minded Syllabus for selected section            Action Plan for selected section            Grading Philosophy &amp; Structure            Evidence of Updated, Culturally Relevant Curriculum for selected section            Overall FEII Reflection</p>

10. ThRIVE Update	<p>ThRIVE is our new initiative for our new and newish employees which showcases events to inform and build community within out campus and those we work with and serve. The sessions are normally from 1pm-2pm on Fridays.</p> <p><b>ThRIVE Fall 2023:</b>              August - New Employee Welcome!              September - Who are our GC Students?              October - Joint Halloween Social              November - Participatory Governance              December 8th - Building a self-care toolkit              1-2pm in "The Living Room" 70-162</p> <p><b>ThRIVE Spring 2024's Tentative Topics:</b>              February 9 - GC's Commitment to DEIA              March 8 – Addressing Burnout w/ Dr. Hires (Cross-campus event between Cuyamaca, District, and Grossmont)              April (TBD) - Joint Social with Cuyamaca: Work-Life Balance (usually all are invited to social events)              May 17- Professional Goal Setting &amp; Future PD Opportunities</p>
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COMMITTEE REPORTS		
11. FPDC & Academic Senate	<ul style="list-style-type: none"> <li>- Karen informed the committee that roughly 17-18 offerings which were approved for Flex Week and she and Adela would be meeting to do last minute tweaks to the schedule. Karen is still speaking with some faculty about some possible other semester offerings outside of Flex Week as well.</li> <li>- Need to share the PD Fund Increase from \$500 to \$700 effective immediately and this will be taken to College Council at the beginning of the New Year. This will be for any submissions now and moving forward and not to be retroactive for previous submissions.</li> </ul>	
12. Classified Senate	<ul style="list-style-type: none"> <li>- No report related to PD</li> <li>- Need to share the PD Fund Increase from \$500 to \$700 effective immediately and this will be taken to College Council at the beginning of the New Year. This will be for any submissions now and moving forward and not to be retroactive for previous submissions.</li> </ul>	
13. Admin Assoc.	N/A	

FOR CONSENSUS	

FOLLOW-UP		
Who	Item	Timeline
Classified & Faculty Reps	Share the decision on PD Fund (agenda #4) with constituency groups	ASAP

**NEXT MEETING: Next meeting – February 21, 2023 from 2:00-3:30PM**

**Zoom information:**

**Join from PC, Mac, Linux, iOS or Android:** <https://us06web.zoom.us/j/82550929743>