



GROSSMONT COLLEGE
Professional Development Committee
September 15, 2021
2:00 p.m. – 3:30 p.m.

Meeting Summary

Join Here: <https://cccconfer.zoom.us/j/95054997988>

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)
<input checked="" type="checkbox"/> Marshall Fulbright, Chair	<input type="checkbox"/> Sara Laila	<input type="checkbox"/> Marsha Gable
<input checked="" type="checkbox"/> Ryan Cline, Faculty Co-Chair	<input checked="" type="checkbox"/> Karla Moore	<input checked="" type="checkbox"/> Bill McGreevy

ACADEMIC SENATE (Voting Members)	CLASSIFIED SENATE (Voting Members)	ADMINISTRATORS’ ASSOCIATION (Voting Members)
<input checked="" type="checkbox"/> Sarah Dunn	<input checked="" type="checkbox"/> Kirstyn Verdugo	<input checked="" type="checkbox"/> Niko Crumpton
<input checked="" type="checkbox"/> Maite Valladolid		<input checked="" type="checkbox"/> Veronica Romero

EX-OFFICIO (Voting Members)	RECORDER (Non-Voting Member)
<input checked="" type="checkbox"/> Sharon Sampson / <input type="checkbox"/> Taneisha Hellon	<input checked="" type="checkbox"/> Bernadette Black
<input checked="" type="checkbox"/> Karen Hern	
<input checked="" type="checkbox"/> David Ogul	
<input checked="" type="checkbox"/> Rochelle Weiser	

ROUTINE BUSINESS	
1. Welcome / Public Comments	Dr. Fulbright welcomed the group and noted that with the vacancy of the dean of student success and equity, he is stepping in to chair the committee along with Ryan Cline who is co-chair. No public comments were made.
2. Introductions	Each committee member introduced themselves and stated what their role is on campus.
3. Additions/Deletions to Agenda	There were no additions or deletions to the agenda.
4. Approve Meeting Notes – 5/19/21	The 5/19/21 meeting notes were approved.

NEW BUSINESS	
5. N/A	

DISCUSSION	
6. Review committee norms	<p>The committee norms were displayed and reviewed by the committee for any additions or changes. Dr. Fulbright asked if we wanted to add the first bullet regarding members sharing their professional development activities, as a standing agenda item. Ryan stated that this can be part of the introductions. Maite added that this was to be a quick check in with members and would like to keep it as a norm. It was agreed to keep this as a norm with the understanding that whoever wants to share out, can, and will not be a roundtable discussion. Dr. Fulbright noted that there are three bullets that asks for people’s opinions and suggested combining them into one bullet. For the bullet on providing definitions, it was suggested adding a statement about others being able to ask for clarification. As for the last bullet on beginning the meetings at 2:05pm, Marshall suggested changing that to 2:15pm and still end by 3:30pm. Committee members agreed. He also would like to add a norm about showing up to get it right and not being right. He will work with Ryan in consolidating the norms and bring back next month to finalize.</p>
7. Shared Governance committee review / committee charge review	<p>Dr. Fulbright stated that committees are now starting to review the Shared Governance handbook which is supposed to be reviewed annually. He displayed the governance review timeline which is being led by Dr. Gable. There was a governance co-chair training last week. Committees are now supposed to review their purpose, responsibilities, and composition. A midterm check-in is scheduled on October 15th. November 19th is a meeting to review the rubric evaluation and feedback, and then all recommendations are sent to College Council in December. Dr. Fulbright stated that we will, as a unit, send the committee’s feedback to College Council, and the new updated processes will be in effect January 2022. He shared the Google form that will be used to send the committee’s final feedback to College Council. Sharon noted that she did not see anything on the survey about communication/talking points. Dr. Fulbright stated that talking points should be an item for all committees.</p> <p>Bernadette will email the committee the Word version of the governance handbook and the governance review timeline. Dr. Fulbright asked members to review and bring back feedback to next meeting. It was reminded that any changes are tentative until we have a dialogue with the committee members.</p>

COMMITTEE REPORTS	
8. Classified Professional Advisory Committee	It was agreed to keep on the agenda under committee reports.
9. Faculty Professional Development Committee	It was agreed to keep on the agenda under committee reports.

FOR CONSENSUS	
10.	

FOLLOW-UP		
Who	Item	Timeline
Dr. Fulbright and Ryan	Follow up on consolidating committee norms and bring back to next meeting.	
Bernadette	Send the governance handbook (in Word) and the governance review timeline to the committee.	
Committee	Review the committee's purpose, responsibilities, and composition and bring feedback to next meeting.	

NEXT MEETING: Next meeting is scheduled on Wednesday, October 20, 2021 at 2:15pm

Zoom information:

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/95054997988>