



**GROSSMONT COLLEGE**  
**Professional Development Committee**  
**February 19, 2020**  
**2:00 p.m. – 3:30 p.m.**  
**Griffin Gate**  
**MEETING NOTES - DRAFT**

**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	ASSOCIATED STUDENTS OF GROSSMONT COLLEGE	ADVISORY
<input checked="" type="checkbox"/> Lida Rafia	<input checked="" type="checkbox"/> Kaelin Mastronardi	<input type="checkbox"/> Aaron Starck
<input checked="" type="checkbox"/> Ryan Cline, Classified Co-Chair	<input type="checkbox"/> Kassandra Nieves <input checked="" type="checkbox"/> Proxy: Diego Osuna	<input type="checkbox"/> Mike Reese
		<input type="checkbox"/> Bill McGreevy

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS’ ASSOCIATION
<input checked="" type="checkbox"/> Christen McGaughey-Gilreath	<input checked="" type="checkbox"/> Dawn Heuft	<input checked="" type="checkbox"/> Veronica Romero
<input checked="" type="checkbox"/> Maite Valladolid		<input checked="" type="checkbox"/> Agustin Albarran

EX-OFFICIO	RECORDER
<input checked="" type="checkbox"/> Amy Ramos / <input type="checkbox"/> Jennifer Bennett	<input checked="" type="checkbox"/> Bernadette Black
<input checked="" type="checkbox"/> Lorena Ruggero	
<input checked="" type="checkbox"/> Rochelle Weiser	

ROUTINE BUSINESS	
1. Welcome / Public Comments	Lida welcomed the group and introductions were made.  ASGC learned that the Career Center will be hosting the Border Patrol on campus for a recruitment event this Thursday from 9:00AM-1:00PM, and although it may bring value to the campus, a concern was shared by Kaelin for students who do not feel comfortable with the visit. He added that some students are planning to skip classes during this time. Lorena suggested asking the Career Center to host the event inside the center with student ambassadors directing students in order to protect students’ privacy. She will follow up with the Career Center.
2. Additions/Deletions to Agenda	No additions or deletions.
3. Approve Meeting Notes – 11/20/19	The meeting notes from 11/20/19 were approved.

**NEW BUSINESS**

4. Convocation / Flex Week Reflection

Lida explained that Convocation is the kick off for the beginning of a semester. This year's theme was "Past, Present, and Future". The President shared his privilege walk and students shared their journeys. There was also a breakout session for groups to discuss and reflect on their own privileges as well as the student's path to completion. It was also explained that flex week is a flexible professional development calendar in which faculty are required to participate in for professional development credit.

The committee members were asked to respond to the following three questions and then shared with the group:

1. Takeaways from Convocation / Flex Week
2. Something you enjoyed
3. Areas for improvement

Takeaways

- Enjoyed student performers;
- Programming was good and on time;
- Mini breakouts were good and effective;
- Understanding our privilege and what it means, and using it to make changes in our judgement and biases.

Something you enjoyed

- Enjoyed working on Nabil's story and hearing other people's stories;
- President's pathway/personal story and the photographs he shared;
- Enjoyed the sharing out portion; it allowed people to see and hear other professors and their compassion;
- The Governing Board members indicated it was the best Convocation yet;
- Excited that the journey map worked.

Improvement

- There were no vegan options for breakfast;
- People tend to sit with people they already know so it would be nice to parse that out somehow; it will create opportunities for enhancement and diversity; perhaps at the breakout sessions we ask people to switch tables;
- Increase students' attendance. It was noted that student hourlies are welcome to attend and that we rely on people sending invitations to the students;
- Host convocation on a day that is not after a holiday. Lida noted that we have to coordinate with Cuyamaca's convocation, and with a new Chancellor on board this semester, we did not want to switch it up. Lorena indicated that next year, flex week/convocation will occur the week after the President's holiday;
- Figure out how to have those people who sit in back to come forward and become engaged; make the space more inclusive; maybe have ushers;
- When Raymundo went up to speak, district personnel started to leave. We need a transition period/break to give those people time to leave. It was also suggested noting on their agenda when it might be a good time for them to leave;
- Figure out how to livestream, although it was noted in doing so, people won't come.

5. Review Spring PD offerings	<p>Lida distributed a flyer on spring 2020 professional development opportunities and reviewed it with the group. Opportunities included:</p> <p><u><i>New Full-Time Faculty Orientation</i></u> This provides an opportunity to orient new faculty with the campus culture, integrating student services with instruction, evaluations, and the tenure process. The orientation includes things they need to know in their first year.</p> <p><u><i>12 Gateway Forum: An Equity Symposium from Theory to Practical Application</i></u> This workshop is open to the entire campus; please promote! The correct start time is 11:30AM.</p> <p><u><i>We're All In</i></u> This was a campaign that began a couple of years ago to get people involved in campus activities. These workshops will be specific on engagement practices and implicit bias. All are encouraged to participate.</p> <p><u><i>Transparent Assignment Design</i></u> This focus is for the classroom and student learning outcomes.</p> <p><u><i>Campus Connect and Lunchbox Leadership</i></u> Both of these are geared towards Classified Professionals. Campus Connect 2.0 is about understanding different areas around campus. It involves building tours and people providing a quick insight on who they are and who they serve. This opportunity is available to everyone. Lunchbox Leadership: This is the second semester this is being offered. PD had asked Classified Senate what is useful for staff to participate in and the response they got was a focus on communication. Therefore, the Lunchbox Leadership sessions provides an opportunity for classified professionals to network and have intimate conversations about work dynamics and how to communicate with their supervisors.</p>
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<p>6. Discussion on PD goals for 2020-21</p>	<p>Lida displayed the responsibilities of the committee as listed in the governance handbook (which is posted online), and highlighted two key areas: 1) the committee is to establish professional development goals and activities to ensure employees are prepared to meet the needs of the diverse student and employee population, and 2) that the committee develops a comprehensive annual plan of activities based on college strategic goals. The Professional Development office already does this but now that we have a Professional Development committee that reports to College Council who ultimately makes recommendations to the President, the committee needs to start taking on these responsibilities so the Office of Professional Development can implement.</p> <p>To prep the discussion on professional development goals, Lida distributed information about the Office of Professional Development, what they do and why, and what guides their work. Lida asked the committee to divide into small groups to talk about ideas on how we can improve, what goals we want to keep, what are our gaps, and what do we need to focus on.</p> <p>Ideas from the group discussions included:</p> <ul style="list-style-type: none"> <li>• One of our strategic goals is outreach so if everyone was trained as an ambassador, it would help better connect our community with the college. We can build our student ambassadors and expand that to all employees so that we build a community on campus.</li> <li>• As faculty experiment on new ideas, it was suggested having a space where we can support each other by sharing out what went well and what's not working. A space to share outcomes and learn from each other, maybe a Canvas space, and to provide some type of follow-up. Also, adding a student component might be helpful.</li> <li>• Many times faculty think of the Professional Development office as a venue to ask for travel funds. It would be nice to have a symposium once a year for people who have gone to conferences to come back and share what they learned. It was reminded that this will be part of the Teaching and Learning Center when it becomes operational. It was also suggested making the Professional Development office more visible by posting photographs on the website for more exposure. Another suggestion was for the Professional Development office to get student interns (internal or external) specifically around peak times. Further, another suggestion was to provide video segments of Convocation and follow up with quizzes which people can take as a survey.</li> </ul> <p>Lida asked between now and next month, for committee members to informally get feedback from constituency groups.</p>
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COMMITTEE REPORTS	
7. Classified Advisory Committee	
8. Wellness Committee	
9. Faculty Professional Development Committee	

DISCUSSION	
10.	

**FOR CONSENSUS**

11.

**FOLLOW-UP**

<b>Who</b>	<b>Item</b>	<b>Timeline</b>
All committee members	Informally get feedback from constituency groups on professional development goals.	By next month's meeting.

**NEXT MEETING: Wednesday, March 18, 2020 @ 2:00-3:30, Griffin Gate**