

Meeting Minutes for
Thursday, April 18, 2024, 1:30pm – 2:45pm
Doyle Library, Room 141 & via Zoom
Zoom Link: <https://santarosa-edu.zoom.us/j/89027983347>

TOPIC	TIME
Notetaker: Alexa; Facilitator: Sarah	
1. Approval of Meeting Minutes from 4/4/24 Meeting	1 minute
2. Fall 2024 Planning <ul style="list-style-type: none"> a. Finalize Workshops <p>We had discussions regarding which workshops to finalize. We decided to reach out to a number of folks whose workshops we intended to deny for further conversation.</p> <ul style="list-style-type: none"> • Petaluma Campus Specific event (Sarah H) • Felicia Darling – 3 workshops reduced to 2 (Ann) • Katy Jamshidi – SR campus Biology CRISPR workshop (Alexa) b. Petaluma Campus Room Scheduling <p>Decided on scheduling most workshops in Call Building, but might also use other spaces. Presidents address in Ellis Auditorium with outdoor overflow. (Sarah following up with Petaluma Facilities folks)</p> 	45 minutes
3. Committee Function/Committee Structure Update <p>Worked through responses to the survey (provided by Dr. Jeremy Smotherman), discussed our responses in light of recent correspondence we sent to college council.</p>	15 minutes
4. Professional Development webpage discussion <p>Constituent groups provided very brief updates regarding what they have been working on.</p>	5 minutes
5. PD Plan	0 minutes
6. Next Meeting agenda <ul style="list-style-type: none"> a. Meeting Date: May 2, 2024 b. Facilitator: Stephanie 	2 minutes

Committee Function:

1. Organizes the Professional Development Activity Day Program for all employees;
2. Encourages thorough discussions among all District employees regarding professional development needs;
3. Sets professional development goals, both immediate and long range;
4. Collaborates with other committees on Professional Development matters;
5. Oversees the flexible calendar program (the "Flex Program") for the District;

~~6. When funding is available, reviews professional development projects/funding applications (AB1725 restricted funds for staff development);~~

7. Responds to training needs for critical College Initiatives.

Committee Membership:

Stephanie Dirks, Alexa Forrester, Ann Foster, Jessica Harris, Jill Harrison, Sarah Hopkins, Tammy Sakanashi, Ann Schott, Patsy Young, Osiris Zuberi.