# SANTA ROSA JUNIOR COLLEGE

Thursday, April 20, 2023, 1:30pm – 2:45pm
Doyle Library, Room 141
Zoom Link: **https://santarosa-edu.zoom.us/j/89027983347**

| AGENDA ITEM | TIME |
|---|---|
| Facilitator: Kathy Matthies | |
| 1. Approval of Minutes from 4/6/23 Meeting | 2 minutes |
| 2. Fall 2023 PDA Day<br>— Review updated workshop proposal list<br>— Opening Program<br>— Lunch menu<br>— Image/Theme | 30 minutes |
| 3. Professional Development for Classified Professionals | 10 minutes |
| 4. PD Webpage Updates | 10 minutes |
| 5. PD Plan | 20 minutes |
| 6. Next Meeting Agenda<br>— Fall PDA: Assign Workshops by Session | 2 minutes |

(Next Meeting: May 4, 2023; Facilitator: Sarah Hopkins)

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 staff 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 staff development projects/funding applications;
7. Responds to training needs for critical College Initiatives.

Committee Membership

Bita Bookman, Anne Donegan, Stephanie Dirks, Alexa Forrester, Jessica Harris, Sarah Hopkins, Kathy Matthies, Tammy Sakanashi, Ann Schott, Kat Valenzuela, Osiris Zuberi