

Present: Paulette Bell, Shawn Brumbaugh, Spencer Folz, Sarah Hopkins, Tara Jacobson, Lauralyn Larsen, Shauna Malvino, Kathy Matthies, Ann Schott, George Sellu, Alicia Virtue

- Note-taker: Shauna Malvino: 01/17/19 Minutes Approved.
- Reports
 - Academic Senate Update on Professional Development
 - Tara and Lauralyn presented at Academic Senate on February 20, 2019. Presentation gave history and background of professional development at SRJC. Explained how PDC is structured and addressed questions and concerns.
 - Tara and Lauralyn asked Senate to provide additional guidance on flex criteria. Comments received from Senate included PDA day feedback and not closely related to the professional development topic presented.
 - Academic Senate will look at the Professional Development flex criteria again at a later date.
 - Appreciative Observations
 - Twenty-four faculty have offered to open their classroom. Two are in Petaluma and 1 is online.
 - Program has expanded so appreciative observations is the month of March and April.
 - Classified Appointments to PDC
 - Kathy looking for new classified appointment.
 - Voted Kathy to serve as new classified tri-chair.
 - Classified Observation Update
 - Ann is in the Leadership Academy and is going to try and make this her project and launch program in the fall.
 - Classified Professional Development Block Grant
 - Checked with Lebaron and there is \$90,000 for Classified and Management professional development.
 - Questions pending - Is funding one time or ongoing; how can be spent; when will it be available. Updates will follow
 - Leadership Academy
 - First Leadership Academy session was awesome. Four participants from the first academy were present.
 - Next Session will be on inclusion and will take place March 8th.
- Spring 2019 PDA Day Debrief
 - Tauzer lecture was amazing. Had good feedback on workshops and overall day.
 - The panel continuation workshop went well.
 - Piloted online workshop evaluations but still offered hard copy (also combined evaluation w/overall PDA survey.)
 - Will try to get the results of the surveys to PDC by next meeting.
- Fall 2019 PDA Day Planning
 - TBD if we will be back at the Santa Rosa Campus in fall. If Burbank is not finished we will be back in Petaluma.
 - Will no longer have a theme for PDA Day. Will open up graphic submission to fine arts also.
 - Student submissions due by mid-April.
 - Would like to update "Call for Proposals" with specific workshop needs/requests. Call will go out in March and sent to committee for review. Tri-chairs will send a separate email to each constituent group encouraging submission of proposals that would be of interest to their employee group.
 - Discussed plenary presentation. Will have president's address and possibly a sustainability speaker. Will contact sustainability committee to see if they have a recommendation.
- Professional Development Plan
 - Updates
 - Reviewed and discussed different sections of the plan.
 - Plan will go to college counsel after it is finished. Will ask when we can get on the college counsel agenda.
 - Going to dedicate a PDC meeting in spring to just review the plan. Will ask everyone to print out plan and add their edits before the meeting so we can finalize quicker.
- Next Meeting Agenda
 - Needs assessment, Location discussion continuation, Survey results

Next Meeting: Thursday, March 7, 2019