Professional Development Committee
Thursday, December 4, 2104
3:00 – 4:30 pm

Attending: Kris Abrahamson, Shawn Brumbaugh, Katie Gerber, Sabrina Meyer, MJ Papa, Mary Sandberg, Laura Sparks, Todd Straus, Debbie Weatherly.

Missing:

1) **Note-taker**: Katie

2) **Approval of minutes**: Approved.

3) **Reports**:
   - Co-chairs report: None
   - Campus reports: no updates
   - Academic Affairs: Kris has decided to resign from the PDC effective Spring 2015. Ron Myers, KAD Dean will be replacing her on an interim basis in the Spring.
   - Human Resources: Sabrina discussed a webinar from Skillsoft that can be used to track classified training. She was impressed with the quality of the training modules, in particular the preventing sexual harassment module.
   - AFA: AFA representatives are not able to attend the AFA meetings. MJ Papa asked for permission to submit the Flex Appeal that was previously discussed to AFA. Permission from the Committee was granted.
   - Academic Senate: none

4) **Spring PDA**: The tentative program and tracks were reviewed and some workshops discussed in more detail. It was noted that there were no evening offerings. Previous efforts to identify evening presenters were discussed. Laura noted that the Petaluma Visioning workshop (B03) had indicated they would be open to an evening offering. The Committee agreed to explore evening options. Perhaps sending out a survey to workshop applicants asking if anyone was interested. Kris noted that it is good to have evening adjunct orientations. Perhaps in the future we can create an online orientation video that new adjunct faculty can watch. Shawn mentioned the safety would be a good topic for night. Perhaps Doug Kuula and the Police would be willing to do a safety presentation at night in line with their safety night walks they have been conducting.

5) **PDC Charter Discussion**. A discussion about the draft PDC Charter ensued. Mary shared her support for providing equal support to both classified and faculty and increasing the classified staff to equal that of faculty. Classified professional development needs to be built up at SRJC. In addition, adding more classified representation would help spread out the work. The idea to have representation from different job classifications was brought up. Inclusion was an important theme from the classified perspective. A comment from the faculty perspective is that faculty are required to have professional development while classified are not. There is a movement however from the State to require classified professional development (AB ?). The District will be writing a Professional Development Plan to address professional development for all employee classes. Sabrina commented that the value statement is important. Debbie mentioned that there is likely to be state funding for professional development.

- A vote was taken by the Committee to put forward the revised charter to College Council with equal representation for classified and faculty. There were 10 ayes, 0 nays and 1 abstention. As an Academic Senate representative, Laura abstained from voting. She indicated that when this was brought to the Senate at their retreat, senators were not in agreement about the change in representation. The Committee agreed that they would prefer for the other constituent groups (AFA, Academic Affairs, Academic Senate, Classified Senate, and SEIU) work out the representation. Members of PDC were asked to share the revised Charter with their constituent groups.
6) Laura asked if the meeting time for the Committee could be officially changed to 3:15. Some members have difficulty arriving by 3 p.m.

7) **Work-Life Balance Workshop.** The PDC is interested in hosting three workshops in spring that focus on Work-Life Balance. Kris, Sabrina and Mary will follow up with ideas that were generated at the previous meeting. No specific progress had been made.

8) **Next Meeting Dates:** PDC agreed to cancel the December 18th. The next meeting is scheduled for January 15th.