

Minutes for Professional Development Committee

2/25/2025

L160 and Zoom

Attendance

Co-Chairs:

Faculty Co-Chair: Sara Manuel

Administrator Co-Chair: Christie Howell

Classified Co-Chair: Anita Karr

Members Present:

Aaron Barber, Peter LeGrant, Timothy Mason, Eleonora Hicks, Andrea Thorson, Alex Rockey, Christie Howell, Anita Karr, Sara Manuel

Members Not Present:

Anna Melby, Jessica Black, Jamal Wright, Elvira Martinez, Christopher LoCascio, Kimberly Gutstein, Marissa Patton, Chris Glaser, Marth Gonzalez, Amy Jayasena, Esmeralda Abad

Guests:

Kalina Hill

Called to Order

- Sara Manuel called the meeting to order at 2:07p.m.

Approval of Agenda

- Approval of Agenda
 - Move to approve the revised agenda (Karr/Mason/Approved)

Approval of Meeting Minutes

- Approval of Meeting Minutes
 - Move to approve the February meeting minutes (Rockey/Howell/Approved)

Agenda Item #1: Group Photo

- The committee took a group photo

Agenda Item #2: Document Updates

- Review change to documents:
 - Move to approve the revised the full-time faculty flex form (Rockey/Howell/Approved).
 - Move to approve the revised the adjunct faculty flex form (Howell/Hicks/Approved).
 - Move to approve the revised scholarship application with the new deadline of May 1st (Howell/Rockey/Approved).
 - Alex will make the scholarship application accessible and Aaron will turn the flex forms into Web Forms.

Agenda Item #3: Program Review Subgroup

- The subgroup has not yet met. Sara will email the subgroup to set up a meeting.

Agenda Item #4: Charge Discussion

- The committee discussed options to adjust charge to meet Title 5 changes regarding faculty representation on flex advisory committees.
- The committee moved to stay the Professional Development Committee and increase faculty representation so the committee was composed of majority faculty (Rockey/Karr/Approved).
- The committee revised the charge to include a majority of faculty and include the Director of Academic Technology and Professional Development. Move to approve the revised charge (Rockey/Karr/Approved).

Upcoming

- Discuss Fall flex

Meeting Adjourned

- 2/25/25 at 2:48 (Howell/Rockey/Approved)