***Attendance:***

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| A | Lianne Greenlee | **✓** | Mary Ann Gomez-Angel | A | Bruno Granillo | **✓** | Nan Shea | **✓** | John Lewallen | **✓** | Marlene Espina |
| **✓** | Grace Hanson | **✓** | Dan McGeough | **✓** | Chris Schroeder | **✓** | Liesel Reinhart |  | ***Minutes:*** | **✓** | ***Maria Cardenas*** |

|  |  |  |
| --- | --- | --- |
| **Item** | **Purpose** | **Outcome** |
| **Welcome** | * Welcome * Review minutes from prior meeting | * Marlene Espina was welcomed to PDC as the new 262 member. * Minutes from September 7, 2017 were approved. |
| **CPDC Report** | * Great Staff Retreat Report - Handout * PGC Approval Process * CSEA Contract Trainings | * Great Staff retreat evaluations feedback was shared and was very positive. * The approval process is still being worked on for Professional Growth Credit. Looking to identify a way to get a budget to offer a regular group of presenters to provide workshops so classified can earn their professional growth credit. Also talking with HR on what pathways can be defined for individuals looking for growth opportunities. * CSEA contract trainings are on-going. |
| **FPDC Report** | * Recommendations made to FLEX Day Task Force, including course designations and opportunities for collaboration across disciplines * Recommending to Senate that we adopt Chancellor’s recommendation to boycott travel to states that discriminate against LGBT travel * Three committee vacancies. Reached out to Noncredit to suggest they send a representative * Discussed compensation for PD curriculum designers and presenters and incentives for learner participation | * Recommendations made were for sessions for Adjunct faculty and newer faculty and opportunities for collaborations across disciplines. * Travel Ban: Senate recommended we adopt Chancellor’s recommendation to boycott travel to states that discriminate against LGBT travel. If PDC has any thoughts, maybe for future discussion? * FPDC has three committee vacancies and has reached out to noncredit to suggest they send a representative. * FPDC already identified a need for compensation for professional development curriculum designers and presenters and additional incentives for learner participation. |
| **MPDC Report** | * Management Retreat * Monthly Training Plans | * Chris shared with PDC the agenda for the management retreat. Main focus is to continue last year’s discussion on emotional intelligence and professional development as leaders and managers. * Management will now be holding monthly trainings, and a schedule for 17-18 was shared with PDC. |
| **Communication Network** | * Emergency Prep Month – DSW Training - Handout | * Emergency Prep Month handout was given to PDC members which listed all the events scheduled for the month. * PDC members were asked to share where each member reports out to from PDC meetings. Liesel reports out to Senate, Liesel and Lianne report out to PAC. MaryAnn reports out to faculty meetings for Adult Basic Education. John reports out to Classified Senate and Marketing. Nan shares with adjunct faculty. Dan shares with his department (Accounting & Management) Dean and Chair. Chris reports out to MPDC. Marlene reports back to her management & other committees she sits on. Grace reports out to team managers for Student Services and her department. Lianne reports out to Instruction Team, VP of Instruction, Wellness Committee, and Emergency Preparedness Committee. |
| **PDC Goals & PFM** | * Review updates | * Will forward updated PDC Goals and PFM to PAC for review. |
| **POD Report & Business** | * Strategic Plan and Implication (AP/BP and PD Plan Revision) | * The Mt. SAC Strategic Plan 2017-21preview includes college goals and descriptions. College goals were brought down from 14 to 5, number 3 is to expand Professional Development – implications for POD will be in PIE now, will have to link everything to one of the college goals which will get linked to professional development. |
| **Conference and Travel** | * Tuition reimbursement for faculty to attend training in IT field related courses * Group conference and travel requests – HR & ESL * Conference Connection web page | * Group C&T requests reviewed by PDC: HR group request for 11 members to attend ACHRO conference were approved. HR group request for 7 members to attend the CalPERS conference was approved. PDC recommended a C&T group request for NASPA conference – received two additional C&T requests on top of three others previously approved, will recommend the division take back the three and submit a detailed group request instead. ESL group request of 6 members to attend the CATESOL conference was approved. PDC recommended Lianne make determination for time sensitive group requests. Also, add option on Smartsheet to forward for review at next PDC meeting. C&T request for Antonio Gallardo to attend the CASAS Summer Institute was approved. C&T request for LaToya Bass for tuition expenses was denied by PDC. |
| **Other Related Business and Reports** | * BS/SS/Equity Integrated Plan: request guest speaker attend PDC to discuss how we relate | * BS/SS/Equity Integrated planning process is happening with a lot of professional development in the plan. Outcomes have been sent to us related to professional development and asked to how our plan will meet them. PDC will request a guest speaker to attend PDC to discuss our relationship to the integrated plan and explain it to PDC. |
| **Information Sharing** | * DSPS will be hosting a Mix & Mingle event | * Grace shared they will be hosting a Mix & Mingle event on October 31, where they will be unveiling their new name. More Info: <http://www.mtsac.edu/dsps/celebration_and_events/dam_calendar_october_2017.pdf> * Liesel stated New Faculty Seminar is starting a “ReNew” faculty seminar for returning faculty. The first two sessions are scheduled for October 20 and December 1, both will be Equity themed. * Chris shared it is National Cyber Security Awareness Month – desktop alerts from Emergency Preparedness month will be pushed out to campus desktops. |

*Next Meeting:* November 2, 2017, 1:30 – 3:15 PM