



Professional Development Council

Thursday, November 6, 2025

1:30 to 3:15 pm

Virtual Meeting Via Zoom

PDC Minutes

Attendance:

√	Lisa Rodriguez - Director POD, Tri-Chair	√	Sonia Ortega (SCE)	√	Kimberly Butler - 651 Rep	A	Tania Anders	√	Yvette Garcia - Classified Senate Rep	√	Kolap Samel - Faculty Association Rep
√	Nicole Blean (Mgmt. Steering)	√	Val Biller- 262 Rep, Tri-Chair	√	Kristina Alvarado - Management Prof. Dev. Committee Rep	√	Lizbet Sanchez - Faculty Prof. Dev., Tri-Chair	√	Adam Roman - Confidential Rep	√	Minutes: <i>Maria Cardenas</i>

Guests:

Item	Purpose	Outcome
Welcome	<ul style="list-style-type: none"> Review minutes from October 2, 2025 New members – Kimberly Butler, Nicole Blean, and Sonia Ortega 	<ul style="list-style-type: none"> Minutes from October 2, 2025, were motioned to approve by Lizbet Sanchez, 2nd by Valerie Biller. Sonia, Nicole, Yvette, and Kimberly abstained. All other members present voted to approve the minutes. New PDC members were welcomed to the council.
Conference and Travel	<ul style="list-style-type: none"> Budget Update (Lisa) 	<ul style="list-style-type: none"> 262/Confidential: Start \$28,000; \$13,260 approved; \$14,740 remaining. Holding funds for the second half of the year due to spring conferences. 651 Classified: Start \$10,000; \$5,100 approved; \$4,900 remaining. First-come, first-served basis. Faculty: Start \$50,000; fully spent; rollover account \$287,658; \$82,500 approved; \$204,829; Pending \$91,311. Continue advocacy to restore Classified travel funds at PAC.
Action Items	<ul style="list-style-type: none"> Review PDC Website – new wording on process 	<ul style="list-style-type: none"> Application must be submitted 3 weeks before the event. Notification within 2 weeks after quorum and HR verification. Removed contradictory bullet about 4-week timeline. Added clarity on pre-authorization and the College travel service. Plan to create a visual cheat sheet/graphic for the process. Include AP 7400 and College policies.
Discussion	<ul style="list-style-type: none"> Flexible Calendar Committee (on hold) Mt. SAC 2035 Metrics for POD and PD Committees 	<ul style="list-style-type: none"> Currently on hold; likely moving from FPDC to PDC due to expanded scope (faculty, managers, staff, student employees). Awaiting Academic Senate vote and PAC



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		<p>recommendation. Flex Day Ad Hoc Committee continues planning until directive is finalized.</p> <ul style="list-style-type: none"> • Discussion on aligning PDC goals with Vision 2035 metrics (60% participation in 5 years; 90% in 10 years). • Proposal for January retreat/work session to develop implementation plan once Board of Governors guidance is received.
Reports	<ul style="list-style-type: none"> • CPDC (Val Biller) • FPDC (Lizbet Sanchez) • MPDC (Kristina Alvarado) 	<ul style="list-style-type: none"> • No CPDC report • Flex Day survey results (32% response rate); faculty request for actionable keynote sessions; rubric development for PGI/PGH and DEISA+. • Updates on Basic Needs, Transfer Center data, Indigenous Peoples Month events, and new program review process.
Other	<ul style="list-style-type: none"> • PAC meeting attendance (Next meeting 11/19/25) • C&T Voting Review • Call for discussion items at next meeting 	

Next Meeting: December 4, 2025