Campus-Wide Professional Development Planning Committee Meeting ▪ March 8th, 2022 ▪

1:30 pm 3:00 p.m.

https://smccd.zoom.us/j/81792194984?pwd=cjJUSDNJL1BQb3I4c1lKMFFrd3Q0UT09

Agenda Item	Time	Notes
April Flex Agenda Planning • Current sessions proposed • Timeline for communications & planning • Flex Day Web site draft	15 mins	Link to 4/21/22 draft sessions list • David started a draft of updated page for review based on feedback • Created marketing request to see if we can replicate that design for us Notes Get feedback from Cabinet – modality for Flex Day? David M will ask get feedback from AS at this weeks meeting on Flex modality Updated website – add single button at top and bottom, not by each session Add evaluate button that links to Formstack, modify form to be session-specific Is SKY getting much response from the Evaluate button link
Revised Coordination assignment • Timeline for filling positions	10 mins	• Going to PBC on 3/16/22 to address vacancies and update membership on PDPC. Some members have served over 2 years, need to update representation • Hoping to have new Flex Day coordinator in place by 3/16 as part of the presentation and help recruit folks by saying a little bit about the preliminary project list Notes Goal is updated membership for fall 2022 Are we going with two fac, two staff, ASCC, admin as before? Missing faculty representation – need faculty reps from counseling and 1 from instructional side in addition to faculty coordinator position
Bylaws and Plan Timeline review	10 mins	• Start with QUESTIONS and take them to the college governance groups - we want to re-think the PD approach and capture needs • Ex: Flex day has historically been a faculty-focused activity. Would staff like to see a different timeline to better support staff development • Discuss whether or not to bring a draft of bylaws to this meeting Notes Mention our preference for staff and faculty representation from student services and instruction

			Ask Marketing to help with survey for developing 3 year PD college plan – getting feedback from college stakeholders
Future agenda items	5	mins	• Membership Update (additional CSEA member, other changes)