



**SDCCE Professional Development Committee
DRAFT AGENDA Monday Dec. 13, 2021 2:00-3:00 PM Via Zoom**

Committee Membership

- Laurie Cozzolino, Flex/Professional Development Coordinator, Chair
- Jessica Luedtke, Dean, Planning, Research & Institutional Effectiveness
- Jackie Sabanos, Vice President, Administrative Services
- Dean, Instructional Services, Jan Jarrell
- Dean, Student Services, Maureen Rubalcaba
- Denise Munoz, Faculty
- Diana Vera-Alba, Faculty
- Veleka Iwuaba, Faculty & FELI Lead
- John Bromma, Faculty
- Lisa Carulli, Faculty
- Linda Osborn, Diversity, Equity & Inclusion Chair
- Roma Weaver, Passport to Success Lead
- Patricia Lopez, Classified Member
- Classified Supervisor: Vacant
- Instructional Assistant: Vacant
- Classified Member: Vacant
- Associated Student (1): Vacant

Recorder: Laurie Cozzolino

Quorum:

Subject to the Brown Act

1.1 Call to Order/Roll Call 2:00 PM

1.2 Introductions

Action Items:

- 2.1 Approval of Agenda
- 2.2 Approval of Nov. 8, 2021 Minutes
- 2.5 Presentation: CAEP (California Adult Education Program) w/ Kelly Henwood & Diana Vera-Alba, including Goals, Role and Purpose
- 2.6 Spring Flex Days Reminder: Jan. 31 & Feb. 1, with Institutional Day, Program Meetings and Flex sessions focused on SLOs, digital literacy, online course design, OER, Work-based Learning and more
- 2.7 Member Updates: OER: Diana Vera-Alba; Passport to Success: Roma Weaver; Classified PD: Laurie Cozzolino and Patty Lopez; DEI PD: Linda Osborn/Lisa Carulli; FELI Update: Veleka Iwuaba; Student Services Update: Denise Munoz
- 2.8 Informational Item: February and March Meetings, PD Committee Meetings we will be reviewing the
- 2.9 Professional Development Requests (i.e. Institutional Conferences; Program level requests) to provide review and recommendations for funding
- 2.10 Membership Review

3.0 Adjournment

Upcoming Meetings: 2- 3 PM

- Monday Jan. 10, 2022 Via Zoom
- Monday Feb. 14, 2022 Via Zoom
- Monday March 14, 2022 Via Zoom
- Monday April 11, 2022 Via Zoom
- Monday May 9, 2021 Via Zoom

Committee Purpose:

- Assess and identify institution-wide professional development needs
- Provide recommendations and direction for enrichment opportunities in the identified areas of need for all employees
- Foster a cohesive, effective and proactive organization
- Support a range of strategic professional development opportunities to better prepare all employees to respond to student needs
- Monitor and evaluate progress toward, and completion of, the committee's strategic goals

<http://www.sdce.edu/organization/governance/professional-development-committee>