



**PROFESSIONAL DEVELOPMENT/
FLEX CAL COMMITTEE**
Approved Minutes
September 17, 2020
Zoom 925 5479 9017
2:30 PM – 4:00 PM

1. Call to order	PD/Flex Cal Coordinator M. Smith called the meeting to order at 2:37 pm.
2. Roll Call	Michelle Smith, Co-Chair Maureen Powers, Adjunct Faculty Nick Cittadino, Faculty Kristin Conner, Co-Chair Heather Watson-Perez, Faculty Administrative Assistant: Sheila Gorospe-Kaushal Absent: Dani Gonzalez, CSEA Rep and Ingeborg Bourdon, Faculty
3. Agenda approval	M. Powers motioned to approve the agenda of September 17, 2020 as presented. It was seconded by K. Conner. The agenda was approved unanimously.
4. Approval of Minutes	H. Watson-Perez motioned to approve the minutes of September 3, 2020 as presented. It was seconded by N. Cittadino. The motion was approved unanimously.
5. Comments from the Public	H. Watson-Perez shared with the committee her conversation with S/P Celia Esposito-Noy regarding "Scene on Radio" (i.e. cost, virtual presentation, etc.)
6. Professional Development Applications	There were no items on this section.
7. Action Items 7.1 PDFC Goals & Self-Assessment 2020-2021	The group reviewed the committee's goals and self-assessment (see attached document), which will be presented to SCC Senators during their next meeting on September 21, 2020. M. Smith briefly went over modifications, which were discussed during their September 3 rd meeting. H. Watson-Perez motioned to approve this item. It was seconded by M. Powers. The item was approved unanimously.
8. Information/Discussion Items 8.1 Budget	The committee received an update regarding the total amount allocated for Professional Development this academic year and travel will not be authorized at this time.

8.2 External PD Offerings

The committee addressed/reviewed the following: (a) time-dependent webinars, (b) benefits of in-person sessions versus online webinars, (c) possible equity issues, (d) PD event calendar will be color-coded to reflect free webinars and the ones that will have registration fees, (e) PD application/rubric (group/individual application), and (f) first come, first serve approach on funding.

8.3 Fall Professional Development (schedule, live captioning, and T4E Recommendations)

M. Smith provided the committee a draft of the October 13th Flex Cal. Once finalized, this will be forwarded to all SCC employees. There were discussions whether live captioning will be available to viewers (ADA accommodation) and Zoom captioning option. Carol Zadnik will be contacted for more vendor information. The group talked about T4E and the idea of “One Book” at SCC that would be equity related books (i.e. How to be Anti-Racist, Caste, One Person No Book, Stamped from the Beginning) and different book formats (i.e. youth version, regular, audio).

8.4 Spring Professional Development Planning

With S/P Celia Esposito-Noy’s approval, the committee will be reviewing alternative approaches for 2021 Spring Flex Cal. The feedback the committee received from last Spring 2020 suggested emphasis on faculty/staff/retirement recognitions, sabbatical time (Academic Senate), and retirement/longevity (Union, Human Resources). The group brainstormed different ideas such as poster session, Ted talk style, infographics, etc.

9. Announcements

[ASU+GSV Virtual Summit 2020](#) – Sept 29-Oct 1 and Oct 8, 2020
[2020 Academic Academy](#) – October 8-9, 2020
[Equity Summit at Skyline College](#) – November 6, 2020

10. Adjournment

The meeting adjourned at 3:57 pm.

All meetings will be held by Zoom from 2:30PM – 4PM unless otherwise noted.

- October 1
- October 15
- October 29 (*if necessary*)
- November 5
- November 19
- December 3