



**PROFESSIONAL DEVELOPMENT/
FLEX CAL COMMITTEE
Approved Minutes
February 18, 2021
Zoom 925 5479 9017
2:30 PM – 4:00 PM**

1. Call to order	PD/FC Co-Chair Michelle Smith called the meeting to order at 2:32 pm.								
2. Roll Call	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Kristin Conner, Co-Chair</td> <td style="width: 50%;">Michelle Smith, Co-Chair</td> </tr> <tr> <td>Ingeborg Bourdon, Faculty</td> <td>Janet Leary, CSEA rep</td> </tr> <tr> <td>Nick Cittadino, Faculty</td> <td>Maureen Powers, Adjunct Faculty</td> </tr> <tr> <td>Sheila Gorospe-Kaushal, CSEA rep</td> <td>Heather Watson-Perez, Faculty</td> </tr> </table>	Kristin Conner, Co-Chair	Michelle Smith, Co-Chair	Ingeborg Bourdon, Faculty	Janet Leary, CSEA rep	Nick Cittadino, Faculty	Maureen Powers, Adjunct Faculty	Sheila Gorospe-Kaushal, CSEA rep	Heather Watson-Perez, Faculty
Kristin Conner, Co-Chair	Michelle Smith, Co-Chair								
Ingeborg Bourdon, Faculty	Janet Leary, CSEA rep								
Nick Cittadino, Faculty	Maureen Powers, Adjunct Faculty								
Sheila Gorospe-Kaushal, CSEA rep	Heather Watson-Perez, Faculty								
3. Agenda approval	J. Leary motioned to approve the agenda of February 18, 2021 as presented. It was seconded by M. Powers. The agenda was approved unanimously.								
4. Approval of Minutes	M. Powers motioned to approve the minutes of February 4, 2021 as presented. It was seconded by J. Leary. I. Bourdon and H. Watson-Perez abstained. The motion was approved by majority of the vote.								
5. Comments from the Public	There were no comments from the public.								
6. Professional Development	There were no items in this section.								
7. Action Items	There were no items in this section.								
8. Information/Discussion Items									
8.1 Professional Development System Update	M. Smith is meeting with Tom Gachis next week to inquire about a style guide or other resources that can be utilized to promote graphic design continuity from SCC main website to Vision Resource Center site.								
8.2 Calendar Committee Update	The calendar committee finalized the 2022-2023 academic year calendar. A compressed calendar will be considered in the future after a feasibility study. A survey will be released to obtain information from faculty, students, and staff regarding a compressed calendar. The PD Committee proposed the following items to be considered: (a) send a survey to adjunct faculty who have worked in a compressed calendar; (b) explore how the compressed calendar influences student success; (c) college hour to promote sense of community; and (d) whether or not to continue with block scheduling.								

8.3 Meeting March 4 th	M. Smith offered the option of attending 4CSD Annual Virtual Conference March 4th-5th instead the scheduled committee meeting. With the upcoming SCC March 2021 PD days, the group will continue with the regularly scheduled meeting on March 4, 2021.
8.4 Planning March PD Days	<p>A draft of the upcoming SCC March 2021 PD schedule was shared with the committee. H. Watson-Perez offered to host “I’m Not an Expert, But Did You Know...” on both days.</p> <p>A Mental Health First Aid session is not available due to challenges in finding a presenter. Dean Connor will provide M. Smith with information about a previous “Self-Care” therapist contracted with Solano for possible events in the future.</p> <p>A PDFC session will be held on March 18, 2021 to provide attendees information about the committee and the new PD system (Cornerstone).</p>
8.5 Support for OER	M. Smith shared a proposal from the Open Education Resources (OER) Task Force. The OER task force is seeking funding and reviewers of applications for faculty stipends to adopt/create OER. After further review, it was proposed that funding/reviewing is more appropriate for the Curriculum Committee or SESC as course materials are not within the purview of the PD/FC Committee.
9. Announcements	
9.1 4CSD Annual Virtual Conference March 4-5 – Zooming Through 2021: Embracing Change, Creating Equitable Opportunities, and Sharing Best Practices	This virtual conference will be recorded. This topic was discussed during item 8.3
10. Adjournment	N. Cittadino motioned to adjourn the meeting. It was seconded by S. Gorospe-Kaushal. The meeting adjourned at 3:57 pm.

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

March 4

March 18

April 1

April 15

April 29 if necessary

May 6

May 20