



**PROFESSIONAL DEVELOPMENT/
FLEX CAL COMMITTEE
MINUTES**

**November 17, 2022
Zoom 952 3304 1902
2:30 PM – 4:00 PM**

1. Call to order	M. Smith called the meeting to order at 2:33pm.						
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>Sarah McKinnon, Faculty</td> </tr> <tr> <td>Nick Cittadino, Faculty</td> <td>Andrew Wesley, PT Faculty</td> </tr> </table> <p>Christina Taliaferro, Administrative Assistant</p> <p>Absent: Jason Edmonds, CSEA</p>	Kristin Conner, Co-Chair	Michelle Smith, Co-Chair	Ingeborg Bourdon, Faculty	Sarah McKinnon, Faculty	Nick Cittadino, Faculty	Andrew Wesley, PT Faculty
Kristin Conner, Co-Chair	Michelle Smith, Co-Chair						
Ingeborg Bourdon, Faculty	Sarah McKinnon, Faculty						
Nick Cittadino, Faculty	Andrew Wesley, PT Faculty						
3. Agenda approval	N. Cittadino motioned to approve the November 17, 2022 agenda; A. Wesley seconded the motion; motion carried.						
4. Approval of Minutes	K. Conner motioned to approve the November 3, 2022 minutes; I. Bourdon seconded the motion; motion carried with 4 ayes and 1 abstention.						
5. Comments from the Public	There were no comments from the public.						
6. Professional Development	<p>Funding requests</p> <p>6.1 <i>B. Preciado</i> – Approved 6.2 <i>J. Cardinal</i> – Approved</p>						
7. Action Items	There were no action items.						
8. Information/Discussion Items	<p><i>8.1 Professional Development System</i></p> <p><i>8.1.1 Questions? Suggestions?</i> No questions or suggestions about the Professional Development System.</p> <p><i>8.2 California AB 2449</i> – M. Smith reviewed the new law that requires at least a quorum of committee members to meet in person. Further discussions will take place to plan for spring semester accordingly.</p> <p><i>8.3 Spring Professional Development Planning</i></p> <p><i>8.3.1 Last Call!</i> Requests to present are due by November 18th after which the program for January will be drafted.</p>						

8.3.2 Mental Health First Aid Trainings – Mental health first aid training sessions are scheduled for January 12th and March 15th, 2023. The number of participants is limited so pre-registration is required.

8.4 Student Equity & Achievement Program – Draft 2.0 – The SEA plan is general so subsequent proposals with details will be developed after this initial plan has certified by the Chancellor’s Office.

8.5 [ACUE Microcredential Courses](#) – ACUE offers 4- or 8-week courses for participants to learn about effective teaching practices. PDFC will consider promoting these courses as optional professional development opportunities to faculty in the future. This could target specific groups of faculty and/or be based on Division Dean recommendations, i.e. newly hired faculty or faculty members with performance evaluations indicating room for improvement.

9. Announcements

9.1 [Representation Matters: How Racial Equity in Recruitment, Hiring and Retention of Black Faculty, Staff and Administrators Advances Equitable Outcomes in Student Achievement](#) – November 18, 12:00 PM – 1:30 PM

9.2 Strategies for regular effective contact in online instruction – Friday, December 2, 10:00 AM-11:00 AM

9.3 [ACPA Mid-Level Management Institute](#) – January 12 – February 24, 2023

Additional Announcement: Not Professional Development, but shared for personal interest – San Francisco has a free museum day on Saturday, December 3rd with some museums offering an additional free day on December 4th.

10. Adjournment

S. McKinnon motioned to adjourn the meeting;
N. Cittadino seconded the motion.

M. Smith adjourned the meeting at 3:35pm.