



**PROFESSIONAL DEVELOPMENT/
FLEX CAL COMMITTEE
MINUTES
March 30, 2023
Room 2728 or Zoom 913 0513 5137
2:30 PM – 4:00 PM**

1. Call to order	M. Smith called the meeting to order at 2:42pm.
2. Roll Call	<p>Kristin Conner, Co-Chair Michelle Smith, Co-Chair Ingeborg Bourdon, FT Faculty rep Sheila Kaushal, Temporary CSEA rep Nick Cittadino, FT Faculty rep</p> <p>Christina Taliaferro, Administrative Assistant</p> <p>Absent: Andrew Wesley, PT Faculty rep Jason Edmonds, CSEA rep</p>
3. Agenda approval	N. Cittadino motioned to approve the March 30, 2023 agenda; K. Conner seconded the motion; Motioned passed with 2 votes in favor.
4. Approval of Minutes	K. Conner motioned to approve the March 2, 2023 minutes; I. Bourdon seconded the motion; Motion passed with 2 votes in favor.
5. Comments from the Public	Comments were made about complications regarding in-person meeting requirements due to the Brown Act.
6. Professional Development	<p>Funding requests</p> <p>6.1 <i>Michael Wyly</i> - Approved 6.2 <i>Brian Preciado</i> - Approved 6.3 <i>Alonso Frias</i> - Approved</p> <p>The committee also discussed funding for requests that are on-going (i.e., annual) and required for certain positions, certifications, etc. M. Smith will talk with S/P Esposito-Noy about the possibility of a separate budget string to simplify these types of requests.</p>
7. Action Items	There were no Action Items.
8. Information/Discussion Items	<p>8.1 <i>Professional Development System</i></p> <p>8.1.1 <i>Questions? Suggestions?</i></p>

- Temporary employees have been added to the system.
- A recent problem with the reports in the PD system resulted in the Dashboards to appear blank. This problem has been fixed, but people need to remember to refresh the chart every time.

8.2 Staff PD Applications – The Chancellor’s Office provided one-time funding for classified staff in March of 2019 (AA18-64). Solano College was allocated \$32,013, some of which has already been used. The committee discussed the process and forms for PD requests from classified staff. It was determined that the current application form will work with some minor modifications. Once implemented, training sessions, videos, etc. could be rolled out.

8.3 PDFC Budget Update (2022-23) and Proposal (2023-24) – After reconciliation of approved requests, not much remains of the 2022-2023 budget. Based on numbers from previous years, the committee recommended a total budget of \$60,000 with \$15,000 for Academic Senate and \$45,000 for PDFC for 2023-2024.

8.4 Fall 2023 Convocation Planning – Jarek Janio, Ph.D. from Santa Ana College, was suggested as a potential keynote speaker. I. Bourdon will contact him to inquire about his focus, knowledge, etc. The intention is to find a speaker who has an expertise about AI.

9. Announcements

9.1 @ONE Courses with seats available | Contact de@solano.edu for coupon code

10. Adjournment

S. Kaushal motioned to adjourn the meeting;
K. Conner seconded the motion.

M. Smith adjourned the meeting at 4:03pm.