



**PROFESSIONAL DEVELOPMENT/
FLEX CAL COMMITTEE
MINUTES**

February 20, 2020

ROOM 2728

2:30 PM – 4:00 PM

1. Call to order	M. Smith called the meeting to order at 2:38 PM.
2. Roll Call	<div style="display: flex; justify-content: space-between;"> <div> Michelle Smith, Co-Chair Ingeborg Bourdon (absent) Dani Gonzalez, CSEA rep Oahn Lam, Faculty (absent) </div> <div> Shirley Lewis, Co-Chair Heather Watson-Perez, Faculty Maureen Powers, Adjunct Faculty (absent) </div> </div>
3. Approval of Agenda	H. Watson-Perez motioned to approve the February 20, 2020 agenda; K. Mundell seconded the motion; motion carried.
4. Approval of Minutes	S. Lewis motioned to approve the February 6, 2020 minutes; H. Watson-Perez seconded the motion; motion carried.
5. Comments from the Public	No comments from the public.
6. Professional Development	Funding requests 6.1 K. Sta. Maria (07S20) <i>approved</i> 6.2 N. Orosco-Woolworth (08S20) <i>approved</i>
7. Action Items	No action items.
8. Information/Discussion Items	<p>8.1 <i>Committee Membership</i> – The committee discussed representatives with schedules that conflict with meetings. The committee expressed concerns regarding quorum, the minimum number of members that must be present to hold a meeting. Consequently, it was recommended that new, permanent members are sought to replace members with scheduling conflicts.</p> <p>8.2 <i>Mid-Semester PD Days</i> – Unfortunately, M. Smith was unable to secure presenters for the PD day scheduled on Thursday, February 13th, 2020. However, the schedule for Tuesday, March 10th, 2020 at the Vacaville Center is full with a variety of presentations.</p> <p>8.3 <i>Themes for Fall Convocation</i> – The committee considered various topics as suggested at previous meetings. Ultimately, the group decided on the “Greater Good: Mental Health & Wellness at Solano” as the theme for Fall 2020. Many individuals will be contacted to provide a variety of</p>

offerings to participants. H. Watson-Perez informed the committee that John Biewen and Chenjerai Kumanyika, from “Scene on Radio”, will be in Santa Cruz from October 2-3 for another event. The podcasters are willing to offer a discussion with audience dialog at Solano as a part of their trip. The committee recommended Thursday, October 1st at 5pm as a time to attract as many people as possible. Planning will begin promptly and promotion will start in August.

8.4 Review Draft of PD Handbook – tabled

8.5 PD System Tools/Task List – tabled

9. Announcements

9.1 *PDFC Survey* – M. Smith provided members with a survey about the committee. The goal of the survey is to continue to improve and develop as a committee.

10. Adjournment

Meeting adjourned 3:37pm