![Solano Community College logo]

PROFESSIONAL DEVELOPMENT/
FLEX CAL COMMITTEE
Minutes
November 5, 2020
Zoom 925 5479 9017
2:30 PM – 4:00 PM

1. Call to order	PD/FC Committee Chair Michelle Smith called the meeting to order at 2:32 pm.
2. Roll Call	Kristin Conner, Co-Chair Michelle Smith, Co-Chair Nick Cittadino, Faculty Janet Leary, CSEA rep Heather Watson-Perez, Faculty Maureen Powers, Adjunct Faculty Administrative Assistant: Sheila Gorospe-Kaushal Absent: Dani Gonzalez (CSEA Rep) and Ingeborg Bourdon (Faculty)
3. Agenda approval	J. Leary motioned to approve the agenda of November 5, 2020 as presented. It was seconded by K. Conner. The agenda was approved unanimously.
4. Approval of Minutes	J. Leary motioned to approve the minutes of October 15, 2020. It was seconded by N. Cittadino. K. Connor abstained. The minutes was approved by majority of the vote.
5. Comments from the Public	There were no comments from the public.
6. Professional Development	M. Gotch-Posta's (3F20) *approved* with amendment
7. Action Items 7.1 Vision Resource Center	M. Powers motioned to start Vision Resource Center process. It was seconded by N. Cittadino. The motion was approved unanimously.
8. Information/Discussion Items 8.1 Professional Development System	M. Smith presented Vision Resource Center video and provided the following information: (a) VRC is already available to all employees of California Community Colleges; (b) Cornerstone system automatically tracks sessions completed by employees; (c) Chancellor's Office pays for integration process until June 2021 (i.e. cohort 5 mid-December 2020, cohort 6 mid-February 2021). The integration process has been discussed with AS President LaNae Jaimez, VP of Student Affairs David Williams, and Director of Technology Services and Support Jim Petromilli.

	N. Cittadino motioned to move this item under Action Item. It was seconded by H. Watson-Perez. The motion was approved unanimously.
8.2 Spring Professional Development Planning	M. Smith informed the committee that we only have access to three (3) sabbatical reports at this time. The committee agreed that a longer list is desirable. M. Smith will seek additional information for the next committee meeting.
	The PD committee discussed how to establish and maintain Professional Learning Communities at SCC: (a) focus is on student success, (b) group membership varies with specific topic; (c) experts (i.e. DSP, ESL) could be invited as appropriate. Another possibility is Personal Learning Communities on topics such as sewing, writing books, or antique cars. M. Smith and M. Powers will reach out to Jeremy Throne regarding Professional Learning Communities.
	Due to lack of time, item 8.2.3 Adaptability, Connection, and Equity Framework was not discussed and would be added on the next PD meeting agenda.
8.3 Staff Professional Development Update	J. Leary, D. Gonzalez, and S. Gorospe-Kaushal modified an existing PD survey specifically for staff. The committee reviewed the survey and provided their feedback e.g. adding Managing Student Hiring Process, adding Managing/Supervising Student Workers, deletion of Degree Works. Once finalized, John Siefer, CSEA President, will be requested to share this with the group for input.
9. Announcements	On November 6, 2020 at 3 pm (ET), Managing Zoom Fatigue: Help Your Students Succeed in the Virtual Classroom
10. Adjournment	The meeting adjourned at 4:00 pm.

All meetings will be held by Zoom from 2:30PM – 4PM unless otherwise noted.
November 19
December 3