  
**Professional Development Committee Agenda**  
**Wednesday, September 14th, 12:15 pm-1:15 pm**  
**Zoom link here :** https://cccconfer.zoom.us/j/2558878046Shape

***Berkeley City College’s mission is to promote student success, to provide our diverse community with educational opportunities, and to transform lives. The college achieves its mission through instruction, student support and learning resources which enable its enrolled students to earn associate degrees and certificates, and to attain college competency, careers, transfer, and skills for lifelong success.***Shape

**Required Membership:** (Attended = marked with “X”, Partial Attendance “P”)

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| X Heather Dodge, Chair, PFT faculty representative  X Scott Hoshida, PFT and Academic Senate faculty representative  X Randy Yang, Academic Senate faculty representative  ☐ Andrea Williams, classified representative | X VP Sean Brooks, administrative representative  X Associate Dean Martín De Mucha Flores, administrative representative  ☐ Dean Lisa Cook administrative representative  ☐ Ramona Butler – classified representative  ☐ Vacant – classified representative |

**Guests:**

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| **Agenda Item + presenter (***time indicates ideal close to item***)** | **Discussion** | **Follow-up Action** | **Decisions (Shared Agreement/Resolved or Unresolved?)** |
| 1. Meeting called to order (H. Dodge) 12:15 | N/A   * Current Informational meeting, need to reach quorum | | |
| 1. Approval of Agenda (H. Dodge) 12:17 | 1. Review agenda (1 min.) 2. Motion to approve (1 min.) |  |  |
| 1. Approval of [Minutes](https://peralta4-my.sharepoint.com/:w:/g/personal/amolmedo_peralta_edu/EVHAawSEA1FNvxA_OeuV78MB8z0sxB2y-5Q3kuqeI7SGog?e=8s7INq)(H. Dodge) 12:19 | 1. Review 5/5/2022 minutes (1 min.) 2. Motion to approve (1 min.) |  |  |
| 1. Review of PD committee membership and [charge](https://www.berkeleycitycollege.edu/staff-dev/committee-responsibilities/charge-of-the-committee/) (H. Dodge) 12:25 | 1. Discussion (5 min.) | Summary   * Reviewing request for PD for faculty (including logistics) * Reviewed at high level of reporting structure * Twice a year presentations to Round Table and Faculty Senate * Need help including classified prof representation |  |
| 1. Public Comment 12:30 | 1. The committee will listen to communication from the public on matters that are not on the agenda and are within the committee’s jurisdiction.  Under provisions of the Brown Act, the committee is prohibited from discussing or acting on oral requests that are not part of the agenda but may respond briefly. Persons addressing items included on the agenda will be heard at the time the item is considered (5 min) | No Public Comment |  |
| 1. Update of PD budget (Inger Stark) 12:35 | 1. Discussion (2 min.) | * Fund 58 current FY Allocation has been setup ($25K, confirmed by Dean Cook) * Rollover is still outstanding till October |  |
| 1. Overview of PD [calendar year](https://peralta4-my.sharepoint.com/:w:/g/personal/hdodge_peralta_edu/EWSDiuYHfxRNmtlGvnKeJ_gBz6-hGy0IsZ5JXJuDLCTwAQ?e=p8PEDR) (Heather Dodge) 12:40 | 1. Discussion (5 min) | * Continue to split the time for planning for Flex on separate days from the PD Committee meeting * May need to split planning days for Flex over wed/thur |  |
| 1. New funding process and [New funding requests](https://peralta4.sharepoint.com/:x:/s/ProfessionalDevelopment/Ec4zbgJVbyZIja3ax24uc48BLs4TbRBIxnz9bUnRX-_Avw?e=FEoc2J) (H. Dodge) 12:50 | 1. Discussion (10 min.) 2. Vote on PD funding requests: Elissa Jaw |  |  |
| 1. Schedule amendment (H.Dodge) 12:55 | 1. Proposal to call unscheduled meeting next week to address Flex planning (5 min) |  |  |
| 1. Establish Sabbatical Application Review Committee 1:00 | 1. Discussion (5 minutes) | - Establish sabbatical workshop dates in October  Leaning on SHoshia to support |  |
| 1. Review of [Flex Day feedback](https://peralta4-my.sharepoint.com/:f:/g/personal/hdodge_peralta_edu/ElI6NUWWuv5Og5khNN3N6_0B5lpG5B9DnJoOPXAy3GRuvQ?e=s8F9GU) (H. Dodge) 1:10 | 1. Discussion (10 minutes) | Overall feedback on burnout was positive  Raised question about planning for a return to campus Flex  Survey folks about how they feel and cared for |  |
| 1. Establish Flex Day working group members and suggestions for October’s Flex Day 1:15 | 1. Discussion (10 minutes) |  |  |
| Next Meeting: | October 12, 2022 12:30-1:30 pm | | |
|  | Member attendance:  Guest attendance:  Action items/resolutions passed (not counting minutes and agenda approvals): | | |