Contra Costa College

Professional Development Committee Minutes

*THE COMMUNITY IS WELCOME AND ENCOURAGED TO ATTEND*

**Date: Monday Sept. 27, 2021** **Next Meeting: October 25, 2021**

**Time: 2:30 - 4pm**

**ZOOM:** <https://4cd.zoom.us/j/2735719891>

Meeting ID: 273 571 9891

**Present Members:**

Classified Professionals: Chanel Barton, Brandy Gibson

LA Division: Stephen Robertson

Student Service:

AACE: Jessica Le, Jacki Wright

NSAS: Vern Cromartie, Michel Arnold

Managers: Mayra Padilla, George Mills

Student:

Guest:

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| Topic  | Outcome | Follow-Up  |
| **Approval of Agenda:**  | 1st Vern Cromartie, 2nd Brandy Gibson. - all approved |  |
| **Approval of Minutes:**   | 1st Vern Cromartie, 2nd Jacki Wright – all approved |  |
| **Informational Item** | Equity Speaker Series will be held in the Racial Social Justice Coalition (RSJC) |  |
| **Discussion and Action on mini grant revisions:*** **Review documents now in GROW**
* **Revisit approval process after the last PD meeting in April decision.**
 | Reviewed the mini-grant application that is now in GROW.  We discussed the issue of last year's decision to expand the approval process of mini grants beyond our last Professional Development (PD) meeting in April. The problem with this decision is the faculty coordinator does not work after the semester ends in May, and the Administrative Assistant does not work in the summer.  There was a motion for returning the approval of summer mini grants to the last PD meeting in April. Motion approved with Vern, not in favor.  There was a discussion about the need to have an expanded process to support professional development opportunities in the summer. Currently, the Administrative Assistant position is an hourly 10-month position (20 hours a week). Recommended addressing this with Dr. Rodgers when she returns.  |  |
| **NEXUS – Workshops for new faculty hire** | We began the discussion regarding the need to clarify the NEXUS workshop presenters but ran out of time.  |  |
| **Setting Professional Development Priorities:** * **Increasing Classified Professionals opportunities**
* **Effective Pedagogy Conference**
* **Campus Wide Book Reading**
* **Other – Increasing anti-racism/equity training opportunities**
 | Tabled – due to time |  |
| **Mini Grants** | Reviewed and approved Maritez Apigo’s grant for $425 |  |
| Announcements  | None |  |

Meeting adjourned at 4 pm