**Professional Development Committee**

(subcommittee of Student Success Committee)

**DRAFT**

**Status:** Participatory (Shared) governance subcommittee of the Student Success Committee.

**Meeting Time:**  The fourth Monday of the month 2:30 – 4:00 pm or as posted on the college website.

**Composition:** Professional Development chair, 2 managers, classified administrative assistant, 4 Classified staff, 2 voting faculty members from each division. Alternates can be voting members from a division when a voting member is absent from that division.

**Voting Procedures:** Quorum: 50% of filled voting seats + 1

**Chair:** Faculty Professional Development Chair

**Administrative Assistant:** 1 classified administrative assistant

**Records:** Minutes are recorded of issues and actions and are distributed to the members and public via the College Website and forwarded to the Student Success Committee.

The purpose of Professional Development is to**:**

1. Design, promote, and support professional development activities that further the mission of the college
2. Coordinate staff development activities and budget.
3. Review and assess special projects related to professional development.
4. Plan and host professional development activities that promote equity minded practices.