



**PROFESSIONAL DEVELOPMENT COMMITTEE**  
**SEPTEMBER 22, 2025, 2:00 P.M.**  
**MAIN CAMPUS, BUILDING D, ROOM 128**  
**Minutes**

MEMBERS	Constituent Group	Present	Absent
1. Kayla Valentine	Administrative	X	
2. Janet Flores	Faculty	X	
3. Bryce Craft	Administrative	X	
4. Guy Hanna	Administrative		X
5. Laura Zavala	Administrative	X	
6. Jason Hough	Faculty		X
7. Sunita Lanka	Faculty		
8. John Perez Jr.	Faculty		X
9. Nancy Wheat	Faculty	X	
10. Fanny Salgado	Classified		X
11. Julia Silveira	Classified		X
12. Jacob Jun	Classified	X	
13. Misael Guijarro	Confidential	X	

**Guests:** (if any) Marianne Fontes (guest)

**1. Call Meeting to Order**

Meeting called to order at 2:04 p.m.

**2. Approval of Agenda**

Agenda approved by committee

**3. Approval of Minutes**

Minutes approved by committee

Gayle Pitman (first), Janet Flores (second)

**4. Review Purpose and Charge**

Professional Development Committee and the Student Success Subcommittee that worked on the planning of the Student Success Conference. The committee reviewed the handbook and discussed how the role of the Professional learning Coordinator and PLC fits into the committee.

Through the development of the PLC we want to encourage the work and consolidate funds to create an accessible way of acquisition of funds and create processes. In previous years, the PDC did create forms, vet the applications and award the grants for applicants that were PT, FT faculty and staff. That piece will be taken over by the PLC; however, there still needs to be a committee that vets the applications and awards the funds. The question would be if this would be the appropriate committee or a different one.

**CARING CAMPUS COMMITMENTS:** Ten-Foot Rule, Nametags, Cross-Department Awareness, Warm Referrals, Welcoming Students

**VISION STATEMENT:** A place where dreams become possibilities.

**MISSION STATEMENT:** We advance social and economic justice through the transformation of education.

**VALUES STATEMENT:** Our core values reflect our deeply ingrained beliefs that guide everything that we do. When we practice these values, we put students first. Education, Connection, ¡Si se puede! Cultural Wealth, Impact.

Marianne mentioned the PLC has been tasked with the same purpose as the PDC, we were charged with fulfilling establishing processes, creating a transparent way for folks to apply but reevaluating the role of the PDC and the FAOC. The president has asked the PLC to give a proposal for the changes in the roles and they would like to receive input. We thought it would be a good group to vet these applications.

Gayle thanked Janet and Marianne and acknowledged the need to perhaps parse out the student success planning. Other than the survey by the ATD team I don't think there has ever been a survey to evaluate the professional development needs of the college. She felt like that also needs to be its own thing. The tri-chairs for the governance councils met and discussed the distinction between operational and governance. It's a good opportunity for us as a committee to review and revision. It may be helpful to have a base understanding on what lies within the committee and what lies within the staff.

Marianne mentioned that this is a planning year and it will be fully launched fall 2026.

Next Meeting: Bring PLC plan comparison. Janet will share ahead of our next meeting so the committee can view.

#### **5. Review Survey Results of FA25 SSC**

Misael provided a summary of Thursday and Friday's event.

The committee discussed beginning planning of the spring student success conference.

#### **6. 4CPD**

Janet presented the 4CPD conference that is free and virtual, she asked that most of the committee attend. Not sure if it's recorded but did recommend everyone to attend. This conference is state led - Title 5 is changing Flex guidelines - the Friday session is important.

Kayla encouraged the tri-chairs to attend the conference to gain knowledge on where the PLC may live.

#### **7. Closing Comments/Adjournment**

The meeting adjourned at 3:03 p.m.

#### **Next Meeting(s)**

October 27, 2025

**CARING CAMPUS COMMITMENTS:** Ten-Foot Rule, Nametags, Cross-Department Awareness, Warm Referrals, Welcoming Students

**VISION STATEMENT:** A place where dreams become possibilities.

**MISSION STATEMENT:** We advance social and economic justice through the transformation of education.

**VALUES STATEMENT:** Our core values reflect our deeply ingrained beliefs that guide everything that we do. When we practice these values, we put students first. Education, Connection, ¡Si se puede! Cultural Wealth, Impact.