

# Professional Development Committee

## Minutes

### San Diego Miramar College

November 22, 2024, • Zoom • 1 p.m.

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**Members Present:** Laura Pecenco, Denise Kapitzke, Manupriya Sharma, Matthew Jewett, Edward King (Elizabeth Whitsett proxy), Nessa Julian, Tara Patel (student), Alanna Milner, Kiyana Kiel, Ivan Valdovinos Gutierrez, Olivia Flores, David Mehlhoff

**Members Absent:** Allen Andersen

**Guests:** Daniel McNamara

**Vacancies:** Classified (1); Faculty (0); Students (1)

**Call to Order** at 1:02 p.m.

**Approval of Agenda and Minutes**

- Motion to approve the amended agenda for November 8, 2024; N. Julian motioned, E. King second.
- Motion to approve the minutes for October 25, 2024, meeting; M. Jewett motioned, A. Milner second.

**Old Business:**

#	Item
1	<p><b>Committee Membership – New Member Introduction</b></p> <p>David Mehlhoff was introduced as a new member; the committee introduced themselves. D. Mehlhoff works for the School of Public Safety, role is library designee.</p>

**New Business:**

#	Items
1	<p><b>PDC Travel Workgroup Funding Recommendations – D. Kapitzke</b></p> <p>D. Kapitzke reviewed budget balances. No requests for AFT funding this week. One request for BRDS. L. Pecenco discussed Laura Gonzalez working with forum on faculty-led education abroad programming. \$715 was requested to fund the online workshop. D. Kapitzke asked the committee for approval to discuss. D. Mehlhoff motioned, M. Jewett second. Kiel, Jewett, Milner, Kapitzke, Valdovinos Gutierrez, Mehlhoff, Pecenco, Flores, Sharma, and King approved; majority consensus. D. Kapitzke discussed purpose and use of BRDS funds, clarified funding comes from Civic Center. L. Pecenco asked about rollover potential for funds, D. Kapitzke discussed process.</p> <p><b>A) Budget Balance Update</b>  AFT Budget: \$2,239.41  BRDS: \$18,008  Classified Block Grant: \$0</p> <p><b>B) PDC Funding Requests:</b></p> <p style="padding-left: 20px;"><u>AFT Funds</u></p> <p style="padding-left: 20px;"><u>Classified Block Grant - N/A</u></p> <p style="padding-left: 20px;"><u>BRDS Funds</u>  Virtual Workshop - \$715</p>
2	<p><b>Professional Development Workgroup – L. Pecenco</b></p> <p>The workshop with Dean Ascione went well. Met with SDCCD and AFT coordinators, AFT informed L. Pecenco of interest in doing another workshop in the Spring and connect with Miramar workshop. Interest in hiring workshop for Classified Staff. Last week, PD Workgroup met with Sky Happiness Happens group, the meeting</p>

	went well, working on proposal for event. Doing AI series, which also went well enough to go to the District. L. Pecenco wants to plan for Spring event with series.
<b>3</b>	<b>PD Coordinator Update – L. Pecenco</b> L. Pecenco reminded the committee of final session of Restorative Practices scheduled for later afternoon on 11/22, wants to do a follow-up session. Books are being distributed to participants at the end of the series. The Campus Read Series ends with the final session on December 2nd. Interested in connecting to NASSSP. Next Campus Read will be “Before the Coffee Gets Cold”.
<b>4</b>	<b>Upcoming Professional Development Opportunities – N. Julian</b> N. Julian reported on employees attending COLEGAS and will follow up with the attendees upon their return to share out about their experiences. N. Julian discussed also working with N CORE attendees, who will also share out with the campus. CREATE faculty invited to participate in condensed Spring session (Cohort 3). A symposium for all CREATE faculty are invited to attend. There will be a keynote speaker, and it will be an on-campus event.

**Announcements:** None

**Adjourn** at 1:28 p.m.

**Next Scheduled Meeting** on December 13, 2024, at 1:00 p.m. via Zoom.

**[San Diego Miramar College 2020 – 2027 Strategic Plan Goals](#)**

**I:** Pathways – Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success **II:** Engagement-Enhance the college experience by providing student-centered programs, curriculum, services, and activities that close achievement gaps, engage students, and remove barriers to their success **III:** Organizational Health-Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making **IV:** Relationship Cultivation - Build and sustain a college culture that strengthens participatory governance, equity efforts, and community partnerships **V:** Diversity, Equity, and Inclusion (DEI)-Build an environment that embraces diversity, equity, inclusion, Anti-Racism, and social justice for the benefit of the college community

\*\* **[ACCJC Accreditation Standards \(Adopted June 2014\)](#)**: I. Mission, Academic Quality and Instructional Effectiveness, and Integrity. II. Student Learning Programs and Support Services. III. Resources. IV. Leadership and Governance.