

Professional Development Committee

Minutes

San Diego Miramar College

February 28, 2025, • Zoom • 1 p.m.

Members Present: Laura Pecenco, Laura Pecenco (proxy for Matthew Jewett), Denise Kapitzke, Nessa Julian (proxy), Olivia Flores, Matthew Jewett (), David Mehlhoff, Edward King (Elizabeth Whitsett proxy), John Antonio (student)

Members Absent: Allen Andersen, Ivan Valdovinos Gutierrez, Alanna Milner, Kiyana Kiel, Manupriya Sharma

Vacancies: Classified (3); Faculty (1); Students (0)

Call to Order at 1:01 p.m.

Approval of Agenda and Minutes

- Motion to approve the agenda for March 28, 2025, MSC Mehlhoff, Sharma
- Minutes to approve the agenda for February 28, 2025, MSC: King, Kiel

Old Business:

#	Item
1	ASRE Designee added to Membership Kapitzke stated that ASRE Designee has been added to membership. In reaching out to Carmen Carrasquillo for a faculty appointment, Kapitzke was informed that only an adjunct on the ASRE committee could apply. The suggestion was to discuss with the committee if the appointment should be "Adjunct at large". PDC wanted the option of having more faculty apply. Kapitzke to research process and bring back to committee for further discussion and vote.

New Business:

#	Items
1	Kapitzke provided Budget Balance Update: AFT Travel: \$0 (after current allocations) BRDS (Campus-wide/Supervisor): \$14,593 Classified Block Grant: \$0 Pecenco asked if faculty was notified that funds have been fully allocated. Kapitzke stated she informed the deans via email. Pecenco asked Kapitzke to send email to contract and adjunct faculty DLs to ensure they are notified. PDC Travel Work Group provided recommendations for travel funding. PD Committee approved all requests via consensus. Travel requests approved: <u>AFT Funds</u> Steve Barsotti - \$650 Judy Patacsil - \$456 <u>BRDS Funds</u> - N/A Committee suggested alternative methods of allocating AFT travel funds. Examples included: a) Reduce allocation to \$1,000 b) Allocate percentage based on PDC request c) Allocate amount per semester

	The topic to be added to future PDC meeting
2	Professional Development Workgroup - Pecenco
3	Professional Development Coordinator Update Campus Read – Before Coffee Gets Cold. Multiple art projects will be distributed – order placed; waiting on delivery. Sky Campus Happiness Retreat to be held 4/18-4/20/25. Capacity is 20 people for 3 hours a day. Pecenco working with Laura Gonzales to create “observation Deck” program. This will allow faculty to sit in other classes. March 14 PDC meeting canceled due to Planning Summit.

Announcements: None

Adjourn at 2:00 p.m.

Next Scheduled Meeting on March 28, 2025, 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.