

Professional Development Committee
Minutes
San Diego Miramar College
April 25, 2025, • Zoom • 1 p.m.

Members Present: Laura Pecenco, Denise Kapitzke, Alanna Milner, Nessa Julian, Olivia Flores, David Mehlhoff, Manupriya Sharma, Edward King (Elizabeth Whitsett proxy),

Members Absent: Ivan Valdovinos Gutierrez, Allen Andersen, Kiyana Kiel, Matthew Jewett, John Antonio

Guests: Matt Cain, Randy Claros

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

Call to Order at 1:02 p.m.

Approval of Agenda and Minutes

- Motion to approve the agenda for March 28, 2025, MSC: Sharma, Milner
- Motion to approve the minutes for February 28, 2025, MSC: Julian, Flores

Old Business:

#	Item
1	2025-26 AFT Faculty Travel Budget Allocation Discussion The committee decided to allocate \$4,800 of the 2026 AFT travel budget for July 1-September 15 PDC requests. Completed PDC requests must be submitted to co-chairs by May 8 th for May 9 meeting consideration. \$15,000 is allocated to fall and the remaining balance will be allocated to spring. Requests will continue to be considered on a first come, first served basis.

New Business:

#	Items
1	Kapitzke provided Budget Balance Update: AFT Travel: \$456 BRDS (Campus-wide/Supervisor): \$12,193 Classified Block Grant: \$0 Canceled PDC Funding Balance of \$456 Committee decided to use remaining funds to cover campus book purchases if funds used by 6/30/25.
2	Professional Development Coordinator Update – Pecenco Campus read is a hit. More fun projects. More to come for Campus Read. Open Forum to campus went well this week. Observation Deck is happening. Currently only 11 people have signed up for the Sky Campus Happiness Retreat, May 2-4. Pecenco asked for ideas to encourage attendance. It was suggested to spread by word of mouth and possibly invite staff and faculty from other campuses.
3	Dual Enrollment Strategic Plan Presentation – Matt Cain and Randy Claros presented the campus' Dual Enrollment Strategic Plan to the committee stating how program is growing and how they are targeting students to learn of the opportunities of the program. They stated they want to provide information to Instruction so they can provide information to their students in an effort to increase course delivery, quality and consistency to meet program needs.

Announcements: None

Adjourn at 2:06 p.m.

Next Scheduled Meeting on May 9, 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.