

# Professional Development Committee

## Meeting Agenda

### San Diego Miramar College

September 12, 2025 • [Zoom](#) • 1:00 – 2:00

Zoom Meeting ID: [814 3893 2045](#)

---

#### Members:

**Chair:** Nessa Julian

**Membership:** Ivan Valdovinos Gutierrez, Vincent Ngo (absent), Jeanette Moore, Elizabeth Whitsett (proxy: Edward King), Laura Pecenco (absent), Allen Anderson, Kiyana Kiel, Mayela Caro, Manupriya Sharma, Matthew Jewett, Olivia Flores, Jind Kaur Mann (absent)

**Vacancies:** Classified (2); Faculty (2); Students (1)

**Guests:** Gina Bochicchio

- A. **Call to Order** - The meeting was called to order by Nessa, who confirmed quorum and facilitated introductions.
- B. **Guest Introductions**
- C. **Approval of Agenda** - Motioned for approval by Kiyana, second by Manupriya, approved.
- D. **Old Business**

#	Item
1	None

#### E. New Business

#	Item
1	<b>Committee Membership</b> The committee reviewed current membership status, acknowledged vacancies and proxies for absent members, and will confirm the updated membership list through the Committee on Committees.
2	<b>Committee Charge:</b> <ul style="list-style-type: none"><li>a) <b>Review Committee Charge &amp; Goals</b><ul style="list-style-type: none"><li>a. <a href="#">PDC Website</a></li><li>b. <a href="#">Governance Handbook</a></li></ul></li><li>b) <a href="#">Standing Committee Reporting Form</a></li><li>c) <b>PD Workgroups</b><ul style="list-style-type: none"><li>a. <b>Coordinated and Intentional Professional Development (CIPD)</b><ul style="list-style-type: none"><li>i. Matthew Jewett</li><li>ii. Manupriya Sharma</li><li>iii. Mayela Caro</li><li>iv. Jeanette Moore</li></ul></li></ul></li></ul>

	<p><b>b. Travel Approval Workgroup</b></p> <ol style="list-style-type: none"> <li>1. Olivia Flores</li> <li>2. Allen Anderson</li> <li>3. Kiyana Kiel</li> <li>4. Ivan Valdovinos</li> <li>5. Elizabeth Whitsett</li> </ol>
3	<p><b>Committee Meeting Schedule (<a href="#">2025-2026 AY PDC Schedule</a>)</b></p> <p>Nessa proposed a bi-monthly meeting schedule on the second and fourth Fridays at 1 p.m. The October 24th meeting was canceled due to the Equity Summit; the district will also be closed on February 13th.</p>
4	<p><b>PDC Budget Update</b></p> <p><b>a) 2026 Tentative Budget Allocation (per CAM):</b></p> <ol style="list-style-type: none"> <li>a. AFT Budget: \$36,425</li> <li>b. Less Summer 2025 approved: (\$4,891.10)</li> <li>c. Balance to Allocate in FY 2025-26: \$31,533.90</li> </ol> <p>Nessa presented the AFT travel budget: total of \$36,425, with \$3,755.91 allocated to date, leaving \$32,699.09 for the fiscal year. The committee discussed splitting funding between fall and spring semesters to avoid early depletion and agreed to revisit budget allocation in future meetings.</p>
5	<p><b>Professional Development Committee Funding Requests</b></p> <p><b>AFT Funds</b></p> <p><b>a) Bochicchio, Regina (\$1,200)</b>  <b>Action:</b> Pending Approval. Needs the following: Chancellor's approval to travel out of country prior to funding travel and prior to departure. Needs Dean's approval on travel form. Travel dates are very late in June 2026. It's likely the funds will hit fiscal year 2027 AFT funds. Is that acceptable?</p> <p><b>b) Johnson Shipman, Stefanie (\$1,200)</b>  <b>Action:</b> Approved.</p> <p><b>c) Maduli-Williams, Denise (\$1,200)</b>  <b>Action:</b> Approve but needs the conference document linked to travel packet.</p> <p><b>d) Parelman, Mardi (\$355.91)</b>  <b>Action:</b> Approve. Mardi didn't ask for a meal per diem of \$64.50 each travel day.</p> <p><b>e) St. Ives, Amore (\$120)</b>  <b>Action:</b> Approve. Amore needs a conference registration form showing cost. Event dates not listed. Is this remote?</p> <p><b>Classified Block Grant - N/A</b>  <b>BRDS Funds - N/A</b></p>
7	<p><b>Upcoming Professional Development Opportunities</b></p>

- F. **Announcements** - The meeting adjourned with a reminder that the next scheduled meeting is on September 26, 2025.
  - G. **Adjourn:** 1:54 PM by consensus
  - H. **Next Scheduled Meeting – September 26, 2025**
- 

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

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

\*\* [ACCJC Accreditation Standards \(Adopted 2024\):](#)

- I. Institutional Mission and Effectiveness
- II. Student Success
- III. Infrastructure and Resources
- IV. Governance and Decision-Making.