

SAN DIEGO MIRAMAR COLLEGE
Professional Development Committee

Meeting Minutes

December 19, 2025 • [Zoom](#) • 1:00–2:00pm

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

Co-Chairs: Nessa Julian and Kiyana Kiel

Membership: Ivan Valdovinos Gutierrez, Vincent Ngo (absent), Allen Anderson, Nessa Julian, Kiyana Kiel (absent), Mayela Caro, Manupriya Sharma, Matthew Jewett (absent), Olivia Flores (absent), Victoria Neises, Jind Kaur Mann

Vacancies: Classified (4); Faculty (1); Students (0)

Guests: Maribel Flores

- I) **Call to Order** - The meeting was called to order by Kiel, who confirmed quorum and facilitated introductions.
- II) **Approval of Agenda** - Motioned for approval by Sharma; seconded by Valdovinos; approved.
- III) **Approval of Past Minutes** - [12/5/25](#): Motioned by Valdovinos, second by Sharma, approved.
- IV) **Old Business**

#	Item
1	<p>Julian provided PDC Budget Update: AFT Budget: \$36,425 Less Summer 2025 approved: (\$4,891.10) Balance to Allocate in FY 2025-26: \$31,533.90 Balance as of 12/5/25: \$14,247.59 The committee confirmed that, as of 12/5/25, the AFT professional development fund balance is \$18,597.59 and the BRDS Committee balance is \$15,772.</p>
2	<p>International Travel Requests The committee discussed making an update to the International Travel Request Process as requested by Malia Kunst. It was agreed that the Travel & Professional Development Request form should clearly state that, in addition to the Dean’s and President’s signatures, the appropriate Vice President’s signature is also required. The committee further agreed that the wording should read “appropriate Vice President,” as this requirement applies to all international travel requests.</p>
3	<p>College Council Professional Development Update Julian discussed the potential use of professional development (PD) resources to support equity-focused initiatives and training. A workgroup will be established to help lead and support these efforts.</p>

V) **New Business**

#	Item
1	<p>Development Committee Funding Requests: AFT Funds Lain, Ashlee (\$931.55) Motion to conditionally approved pending edits & missing docs, MSC Neises, 2nd Caro. Wilhelm, David (\$954.82) Motion to conditionally approved pending edits, MSC Neises, 2nd Valdovinos. Sojourner Worlds, Robert (\$955.55) Motion to conditionally approved pending edits, MSC Sharma, 2nd Valdovinos. Short, Duan (\$951.90) Motion to conditionally approved pending edits, MSC Sharma, 2nd Valdovinos.</p>

2	Spring 26 PD Submission Timeline & Meeting Schedule The committee reviewed the PD request submission timeline and meeting schedule for the Spring 2026 and agreed to share it via DL with campus and post on website.
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- VI) **Announcements / Other:**
- VII) **Adjourn:** 1:56 PM by consensus
- VIII) **Next Scheduled Meeting** – February 27, 2026 at 11:00 AM due to the 36-hour work week.

* [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.