



**Professional Development Committee  
Minutes for September 8, 2020**

(12:50pm-1:50pm)

Room: ONLINE (Via Zoom) <https://cccconfer.zoom.us/j/94848204190>

Dr. Tim Russell and Dr. Kara Zamiska chaired this meeting.

**Members:**

Dr. Tim Russell..... Social and Behavioral Sciences  
Dr. Kara Zamiska..... Social and Behavioral Sciences  
Dr. Gustavo Ocegueda..... Dean, Grants & Student Equity Initiatives  
Dr. Jody Tyler..... Sciences and Kinesiology  
Dr. Sandra Popiden..... Social and Behavioral Sciences  
Natalie Morford..... Communications  
Starlene Justice..... Sciences and Kinesiology  
Jethro Midgett..... Social and Behavioral Sciences/Counseling  
Janet Frewing..... Math

**Committee Administration Support:**

Desiree Wagner..... Strategic Development

**Absent:**

Dr. Courtney Buchanan..... Social and Behavioral Sciences  
Ana Marie Olaerts ..... Communications  
Paul VanHulle ..... Business, Engineering and Information Technologies  
Dr. Samuel Lee..... Vice President of Academic Affairs  
Dan Reade ..... Communications  
VACANT..... ASNC

**Guest:**

Gilbert De Leon..... Counseling

**A. Approval of the Minutes May 12, 2020** Postponed until October 13, 2020 meeting.

**Approval of the Agenda September 8, 2020** Postponed until October 13, 2020 meeting

**B. Discussion:**

**1. PDC Membership, Mission and Alignment with new EMP Goals**

- Reviewed Academic Senate Standing Committee Reporting Document:
  1. Discussed committee name change to “Faculty” Professional Development Committee.
  2. Reviewed and discussed current Professional Development Committee statement of purpose/ mission.

- Committee agreed to continue the conversations through email to meet the deadline to academic senate.
- 3. Considered revising the purpose and mission statement.
  - Sandra requested to add the word “Equity” in the mission statement.
  - Draft 1 revision is pending further discussion and vote.
- 4. Discussed how the committee aligns with Norco College’s Mission.
- 5. Revised roster of committee members for the 2020-2021 academic year.
  - Made corrections to membership by: removing Bernice Delgado and adding Desiree Wagner to Committee Administrative Support.
- 6. Outstanding vacancies in: Arts, Humanities & World Languages (AHL) and ASNC Representative.
  - Follow up with academic senate to recruit a member for Arts, Humanities & World Languages (AHL).
  - Follow up with associated students of norco college to identify student representative.
- 7. Itemized how the committee’s alignment to Educational Master Plan (EMP) Goals as listed in the new Strategic Planning & Governance Manual (SP&GM) Draft.
  - Goal 4 Objectives 4.1, 4.2, 4.3 fit well with professional development.
  - Committee agreed to continue the conversations through email to meet the deadline to academic senate.
  - Note: Committee members would like to add additional objectives to show a broader range of what we do as a committee.
- 8. Ran out of time to discuss items 8-14 and will work together offline to finish the document. If needed will request an extension so we are able to have a formal vote on revised purpose/ mission statement.

## **1. PDC Succession**

- Kara and Tim announce this will be their last year as PDC Co-Chairs.
- Invited committee members please reach out if they are interested in serving as a co-chair. This is a perfect opportunity to get familiar with duties and prepare for a smooth transition.

## **2. Spring Flex Ideas**

- Spring Flex will be online via zoom. Please bring any comments, suggestions, feedback, to the next meeting.
- 72 evaluation responses received, all very positive considering this was the first virtual fall flex. One area for improvement: “Active involvement of participants in learning experience.”
- Proposals for Spring Flex are now being accepted.

## **C. Information:**

### **1. Target Solutions PD Opportunities:**

- Dr. Ocegüera will work with PDC Co-Chairs; Kara and Tim, to prioritize trainings for fall, winter, and spring terms. A survey will go out to faculty allowing them to select the trainings they are interested in. There are no limits to how many you select. The district training office will send out an email with login information.

## **2. 2020-2021 Professional Development Plan and Budget**

- Dr. Ocegüera went over the professional development plan document with the PDC members.

### **D. Open Hearing: NONE**

**Next Professional Committee Meeting: Tuesday, October 13, 2020 in online ZOOM From 12:50PM to 1:50PM.**

**Statement of Purpose** The Norco Professional Development Committee offers ongoing opportunities to improve, develop, and expand the skills and practices of faculty and staff who promote students' ability to achieve their educational goals.