



**GROSSMONT COLLEGE**  
**Professional Development Committee**  
**September 17, 2025**  
**2:00 p.m. – 3:30 p.m.**

**AGENDA**

**Meetings will be help in a hyflex modality**  
**College Conference Room (10-106) or**

**Join Here:** <https://gcccd-edu.zoom.us/j/83909910725?from=addon>

**Purpose:** The Professional Development Committee carries out planning and evaluation of professional development programming which enhances the college's readiness to achieve its strategic goals and mission. It also supports the institution's continuous improvement and its diverse personnel. The committee identifies emerging trends from annual unit plans and program review to inform professional development.

| <b>CO-CHAIRS (Voting Members)</b>                                | <b>ASSOCIATED STUDENTS OF GROSSMONT COLLEGE (Voting Members)</b> | <b>ADVISORY (Non-voting members)</b>            |
|--|--|---|
| <input checked="" type="checkbox"/> Victoria Rodriguez, Co-Chair | <input type="checkbox"/> VACANT                                  | <input type="checkbox"/> Adrienne Garay Lee     |
| <input type="checkbox"/> Theresa Apodaca, Co-Chair               | <input type="checkbox"/> VACANT                                  | <input checked="" type="checkbox"/> Meya Alomar |
|  |  | <input type="checkbox"/> Joan Ahrens            |

| <b>ACADEMIC SENATE (Voting Members)</b>           | <b>CLASSIFIED SENATE (Voting Members)</b> | <b>ADMINISTRATORS' ASSOCIATION (Voting Members)</b> |
|---|---|---|
| <input type="checkbox"/> Kristen Everhart         | <input type="checkbox"/> VACANT           | <input checked="" type="checkbox"/> Renee Nasori    |
| <input checked="" type="checkbox"/> Michael Kelly | <input type="checkbox"/> Theresa Apodaca  | <input type="checkbox"/> VACANT                     |

| <b>EX-OFFICIO (Voting Members)</b>                                    | <b>RECORDER (Non-Voting Member)</b>                  |
|---|--|
| <input checked="" type="checkbox"/> Raymundo Quezada/Brittany Zemlick | <input checked="" type="checkbox"/> Pam Meisner      |
| <input checked="" type="checkbox"/> Elisabeth Burke                   | <b>PD Coordinator</b>                                |
| <input type="checkbox"/> Ernesto Rivera                               | <input checked="" type="checkbox"/> Brittany Zemlick |
| <input checked="" type="checkbox"/> Adela Powers                      |  |

| <b>ROUTINE BUSINESS (10 min)</b>      |  |
|---------------------------------------|--|
| 1. Welcome / Public Comments          | <ul style="list-style-type: none"> <li>Everyone introduced themselves and said one fun thing they did this summer</li> </ul> |
| 2. Additions/Deletions to Agenda      | <ul style="list-style-type: none"> <li>No Public comments</li> <li>No Additions or Deletions</li> </ul>                      |
| 3. Approve Meeting Notes from 5/21/25 | <ul style="list-style-type: none"> <li>Victoria added meeting in notes to approve, not approve or abstain</li> </ul>         |

| <b>OLD BUSINESS (60 min)</b> |  |
|------------------------------|--|
| 4. Review Committee Norms    | <ul style="list-style-type: none"> <li>Since there are new members this would be a review. Victoria will send out via email</li> </ul> |

|  |  |
|--|--|
| 5. Review PD Committee Purpose, Responsibilities, & 25-26 Schedule | <ul style="list-style-type: none"> <li>Renee Nasori read PDC Purpose, Raymundo Quezada, Adela Powers and Michael Kelly read bullet points from Responsibilities</li> <li>Victoria explained membership responsibilities from the Governance Participatory Handbook (GPH). She will circulate this handbook to members of the PD Committee</li> <li>Victoria Reviewed schedule and asked to assign a proxy if you are unable to attend the meeting</li> </ul>   |
| 6. Review Governance Retreat Highlights                            | <ul style="list-style-type: none"> <li>Victoria reviewed the highlights and will email the document she shared on screen with everyone. One suggestion was to lessen frequency of meetings or assign a proxy as schedules are really full</li> <li>Michael Kelly asked how are part-time faculty compensated for attending meeting. Victoria responded that there was system in place and is being worked on</li> <li>Victoria reviewed the difference between Governance vs. Operations as outlined in GPH</li> <li>A suggestion was made to activate the GPH into practical examples such as a video</li> </ul>  |
| 7. PD Plan Draft Update  | <ul style="list-style-type: none"> <li>Victoria shared the PD Draft Update and Annual Unit Planning (AUP) – check in for 6-year review period annually</li> <li>Collected data was formulated into a PD 3-year-cycle</li> <li>Grossmont College does not have a PD Plan but Cuyamaca College does</li> <li>Victoria asked for volunteers to help draft the PD Plan or join a work group to help. Suggestion was to work on this without the need for a scheduled meeting. Michael and Brittney volunteered to help and asked for a model of a 3-year plan and what is the deadline. Victoria suggested the end of the semester. Another suggestion was to have the information on a Google folder so all could have access to it.</li> <li>Michael Kelly asked where will this document would “live”; stay in committee or be posted. Victoria responded that it may be public.</li> </ul> |

| INFORMATION (5 min)        |   |
|----------------------------|---|
| 8. Fall PD Events          | <ul style="list-style-type: none"> <li>ThRIVE &amp; Wellness Series – Victoria reported that PD events seem to have lower attendance lately. She suggested surveying for additional times/dates and if there have been any push back for attending. Wellness is offered on Mondays and Fridays.</li> <li>Bi-sexual awareness week is being added</li> </ul>   |
| 9. FEII update             | <ul style="list-style-type: none"> <li>Faculty Equity Innovation &amp; Institute funding ended this year, however we have an agreement with UCSD Ext for faculty to get credit for 2<sup>nd</sup> column instead of compensation.</li> <li>Question regarding what portfolio is included. Victoria answered; reviewing syllabus language, plan for project base learning assignment, revisit grading philosophy and include guest speakers.</li> </ul>  |
| 10. New PD Co-Coordinators | <ul style="list-style-type: none"> <li>Raymundo and Brittany THANK YOU!</li> </ul>  |
| 11. PD Fund Process        | <ul style="list-style-type: none"> <li>Budget will formally be adopted and it looks likes funding is staying the same with \$700/academic year available for classified &amp; faculty to attend a conference, training or workshop.</li> <li>Travel Request Form Change – reverted back to an older PDF version. BSC is working on finalizing. Also personal reimbursements generally are not permitted anymore moving forward, except a few items. New form is located on <a href="http://gcccd.edu/forms-depot/Grossmont">gcccd.edu/forms-depot/Grossmont</a>.</li> <li>PD Funding form can be found at <a href="http://Grossmont.edu/faculty-staff/professional-development">Grossmont.edu/faculty-staff/professional-development</a></li> <li>BCS is very helpful for any questions you may have</li> </ul> |

| COMMITTEE REPORTS (15 min) |   |
|----------------------------|---|
| 12. FPDC & Academic Senate | FPDC – First meeting will be 9-18-25<br>Academic Senate – no report |
| 13. Classified Senate      | First meeting will be 9-18-25                                       |
| 14. Admin Assoc.           | Meeting will be in the future                                       |

| FOLLOW-UP |                  |          |
|-----------|------------------|----------|
| Who       | Item             | Timeline |
| All       | Review documents |          |

**Meeting adjourned at 3:20**

**NEXT MEETING:** Next meeting – October 15, 2025 from 2:00-3:30PM

**Zoom information:**

**Join from PC, Mac, Linux, iOS or Android:** <https://gcccd->