

3.2 The institution supports employees with professional learning opportunities aligned with the mission and institutional goals. These opportunities are regularly evaluated for overall effectiveness in promoting equitable student success and in meeting institutional and employee needs.

Professional Development and Employee Support

Grossmont is committed to fostering an environment that supports the professional growth of its employees, aligning with its mission to enhance institutional effectiveness and student success and our vision to advance our antiracism and equity work. The college utilizes a structured approach to ensure all staff, faculty, and administrators receive ongoing professional development opportunities that are relevant and supportive of the college's strategic goals.

Policy Framework and Planning for Professional Development

[Professional development](#) at Grossmont is governed by a comprehensive policy framework that ensures all training and development opportunities are aligned with institutional goals and the Vision for Success. The policies cover a wide range of procedures, including employee orientation, onboarding, and ongoing professional learning, which are detailed on the [Hiring Process](#) website. This site provides resources for onboarding and orientation, emphasizing the importance of a well-informed and continuously developing workforce.

To address the diverse learning needs of our employees, Grossmont actively engages its Professional Development Committee structures. These committees, which include the College-wide and Academic Senate Faculty Professional Development committees, operate in collaboration with the Office of Professional Development. They are tasked with identifying, evaluating, and addressing current and emerging professional development needs. This framework ensures that the development opportunities offered are reflective of and responsive to the feedback and evolving requirements of the college's diverse staff, thereby enhancing overall institutional effectiveness and employee satisfaction.

The [Annual Unit Planning process](#) also plays a critical role in determining the needs for professional development. It links outcomes assessment and resource allocation to strategic objectives, ensuring that professional development efforts are both strategic and evidence-based. The [Annual Unit Planning website](#) provides more information about funding for professional development linked to annual unit plans, illustrating how these plans directly support professional growth opportunities.

Goals have been set to further enhance professional development, including the creation of a three-year plan and continuing to improve access to offerings for classified professionals and administrators.

The achievements in Grossmont's professional development are abundant. They include: equity-funded professional development coordinators who ensure that mission and strategic objectives are being met; the contributions of the Faculty Equity and Innovation Institute; the Classified Equity Institute; professional development offerings in wellness in partnership with VEBA; the POCR Buy-In Program; and increased funding for sending individuals to the Classified Leadership Institute each year.

Overall, the College embeds professional development opportunities in existing work being done, making it part of the institutional culture and fostering a continuous learning environment.

Employee Handbooks and Manuals

A variety of employee handbooks and manuals are available for faculty and staff, and as of spring 2024, several are under development through the utilization of an IEPI grant.

- [Workday User Guide for New Hires](#)
- [Labor Contracts and Employee Handbooks](#)
- [Part-time Faculty Handbook](#)
- [Academic Affairs Operations Manual](#) (under development)
- [GCCCD Online Teaching Handbook](#) (under development and available in Canvas)

Resources and Opportunities for Professional Growth

The college's [Office of Professional Development](#) organizes various workshops and seminars throughout the year. These are specifically tailored to meet the evolving needs of the college's diverse workforce and are informed by comprehensive evaluations of previous sessions.

The [Faculty Professional Development Committee](#) (FPDC) is responsible for overseeing professional development opportunities for faculty, which include workshops, conferences, and self-designed external training, as approved by Deans. This includes Flex Week workshops, a dedicated week of professional development opportunities each semester. The FPDC webpage outlines the contractual obligations and deadlines for completing PD requirements for full-time and adjunct faculty. It also includes resources and links to the Vision Resource Center (VRC), which is used to track and manage professional development activities.

Programming at the district level includes HIRE training, Workday training, Orientations, and First Year Experience information. This programming supports strategic priorities and mission alignment and is facilitated through governance committees dedicated to professional development. A recent example of a [Classified Professional Development Day](#) shows the comprehensive program offerings that are made available for participants.

Resources provided online for professional development include the following:

- [Virtual Grossmont Learning Center \(VGLC\)](#): The VGLC is a one-stop shop for a variety of professional development resources.
- [Communities of Practice \(CoP\)](#): CoP is a faculty-led collective where participants come together for a fixed amount of time to engage in critical inquiry and reflection around an agreed upon topic relevant to their teaching practice. It's an opportunity for faculty to learn in community – sharing experiences, reflecting on practice, and identifying ways to accelerate skill development.
- [Anti-Racism & Equity Resources](#): a resource for Grossmont to deepen our understanding of equity and anti-racism in connection with the [College's Mission, Vision, and Values](#).

In addition, Grossmont offers many professional development resources through the [Vision](#)

[Resource Center](#), an online platform that provides access to training modules, including educational services, equity and diversity training, and technology use. This includes links to the [GCCCD Vision Resource Center User Manual](#), how-to videos, and an [FAQ](#).

Evaluation and Enhancement of Professional Development

Grossmont continuously evaluates the effectiveness of its professional development offerings. This evaluation process involves collecting data on the impact of training sessions and using this information to refine and enhance future programming. An example of recent evaluations include the following:

- The Allied Health and Nursing (AHN) [Fall 2023 Evaluation Report](#), which provided actionable insights into the specific needs of faculty in these disciplines.
- A [Fall 2024 Evaluation Report](#) of Flex Week workshops for faculty.

The college also distributes a [Professional Development Newsletter](#) featuring monthly updates on upcoming opportunities and highlights from recent events. This ensures that all employees are well-informed about available resources and encouraged to participate in ongoing learning activities.

Through a structured policy framework, dedicated resources, and a robust evaluation process, Grossmont actively supports its employees in their professional development. This aligns with our overarching mission to improve institutional effectiveness and student success. The continuous assessment and refinement of professional development activities ensure that the college meets and exceeds expectations for employee support and professional growth.