

Minutes Santa Ana College Professional Development Advisory Committee

Wednesday, November 29, 2017; 1:30 – 3 PM in S-215

Attendees: Tanisha Burrus, Monica Bustamante, Irene Glomba, Madeline Grant, Theresa Hagelbarger, Susan Hoang, Jennifer Hoeger, Mary Huebsch, Rob Jenkins, Elliot Jones, Louise Jones, Cherylee Kushida, Osiel Madrigal, Teresa Mercado-Cota, Jorge Mora, Linda Rose, Carl Seitz, Raquel Serratos, George Sweeney, Michelle Vasquez, Merari Weber, Monica Zarske

Handouts: Agenda; Draft Minutes from October 25, 2017 meeting; proposed Mission Statements and Goals; December & January Flyers.

Meetings: February 28, March 28, April 25, May 23.

Location: S-215 **Time:** 1:30 - 3:00 PM

Action Items:

- I. Minutes from October 25 approved with correction
 - a. Theresa H. moved to approve
 - b. Susan Hoang 2nd the motion
- II. Branding: Professional Development needs to have consistent processes and imagery for communicating.
 - a. Monthly Professional Development flyer will have consistent copy. The proposed template needs the following changes
 - i. School logo
 - ii. Website, phone number, and email
 - iii. QR code
 - iv. Embed into email with attachment
 - b. Posters
 - i. Possibly add poster maker to the RARs
 - c. Daily Calendar for the campus
 - d. Make sure webpage (calendar, flyer, etc.) is phone friendly. Descriptions and titles of events should come up when the event is clicked on.
- III. Mission/Goals
 - a. Shared Governance votes on processes to change the structure of the campus
 - b. Broke into groups to brainstorm on final mission statement
 - i. Groups
 1. Santa Ana College collaboratively fosters and supports student success and equity through professional development activities.
 2. # 3:through innovative professional development activities
 3. Santa Ana College provides professional Development that helps us individually and collectively improve student success and equity.
 - ii. Final Mission Statement
 1. Santa Ana College Professional Development promotes continual growth through innovative activities that lead to student success and equity.

- a. Merari Weber moved to approve
- b. Susan Hoang 2nd the motion
- c. Goals (Still under discussion. Action: Each group should discuss proposed goals with constituents.)
 - Goals proposed at previous meeting:
 - i. Build community and break down departmental barriers and silos.
 - ii. Transform SAC through critical self-examination that leads to an increase in equity-minded attitudes and practices.
 - iii. Improve faculty's ability to deliver effective and current pedagogy
 - iv. Develop new ideas to solve problems in innovative ways
 - v. Train SAC faculty, staff and administrators to meet the ever changing needs of industry.
 - vi. Improve processes to more effectively serve students
 - vii. Provide space and time for SAC faculty, staff and administrators to have discussions about teaching and guided pathways.

Goals proposed 11/29/17

- viii. Inspire colleagues to grow professionally by building community and changing/breaking down departmental barriers and silos
- ix. Offer accessible cutting-edge activities to improve process to more effectively serve students
- x. Provide space and time for thoughtful discussion to develop
- xi. Provide training to meet the ever changing needs of society
- xii. Create a culture
- xiii. guided pathways

IV. Reports (not presented)

- a. Faculty
- b. Classified
- c. Management
- d. Students

V. Professional Development Calendar/Planning

- a. Flex Week may be changed to Professional Development Week.