

## **Professional Development Committee**

### **Purpose**

The Professional Development Committee is the participatory governance committee responsible for planning, developing, offering, and evaluating professional development activities for the entire college community (including faculty, classified staff, administrators, and students from Credit & Non-Credit).

### **Charge**

The Professional Development Committee:

- Inspires colleagues to grow professionally by building community and removing departmental barriers and silos including providing space and time for thoughtful discussion.
- Provides training and opportunities to anticipate and meet the ever-changing needs of our students and community.
- Collaborates with all college departments to support the development and implementation of Guided Pathways while increasing equity minded attitudes and practices.
- Supports employees in their career and academic advancement.
- Promotes an environment of learning, research, teamwork, communication and positive employee morale.
- Maintains compliance with federal, state, local requirements and accrediting body, Professional Development policies and procedures
- Adheres to California Community College Chancellor's Office guidelines for flexible calendar program.

### **Procedures**

- Executive Committee (1-2 representatives from each Work Group) meets to develop the agenda.
- The Committee is chaired by a representative from each of the three(3) Work Groups
- Meeting facilitation rotates amongst Management, Faculty and Classified Staff

### **Meeting Frequency**

The Professional Development Committee meets on a regular basis on the fourth Wednesday of each month during the academic year from 1:30 to 3:00 pm.

### **Membership**

- 4 Faculty (1 SAC, 1 SCE, 1 Adjunct & 1 Student Services) (appointed by the Academic Senate)
- 2 Classified Representatives (1 SAC & 1 SCE) (appointed by CSEA)
- 2 Administrators (1 SAC & 1 SCE)
- 2 Student Representatives (1 SAC & 1 SCE) (appointed by ASG)
- 2 Faculty Professional Development Coordinators (1 SAC & 1 SCE)
- Professional Development Coordinator
- Distance Education Coordinator

The Professional Development Committee is supported by the following Work Groups:

- SAC Management Association
- Faculty Professional Development
- Classified Professional Development