SAN DIEGO COLLEGE OF CONTINUING EDUCATION

Professional Development Committee

MINUTES - Monday, November 17, 2025 2:00 – 3:00 PM Zoom virtual meeting

Members Present:	Denise Munoz, Diana Vera-Alba, Jessica Luedtke, Carla Grossini-Concha, Patty Lopez, Floreniza (Carla) Yumul, Tammy Krasne, Lily Gonzalez, Cat Prindle
Not Present:	Jackie Sabanos, Michele Madrid-Novak, Maureen Rubalcaba, Esteban Alvarado, Veleka Iwuaba, Megan Leppert
Guest(s):	Mark Nesbit for VP Sabanos, Leyla Recinos, Janielle Bilello

AGENDA

1. Call to Order 2:00 PM

2. Action Items

2.1 Approval of Agenda

CONCLUSION	Motion to approve by Diana, seconded by Jessica – agenda approved

2.2 Approval of 10/13/2025 PD Committee Meeting Minutes

CONCLUSION	Motion to approve by Lily, seconded by Diana – minutes approved with typo correction

3. Information/Discussion Item(s)

3.1 Check in/Welcome New Members

3.2 PD Committee Co-Chair Elections

INFORMATION	*Tabled to next meeting when all deans can participate*

3.3 SDCCE Community Conversations

INFORMATION	**ECC Session October 24th -** 17 participants (approx. 11 faculty, classified professionals, and administrators) *Survey responses:* 100% agreed the content was appropriate and informative; 100% agreed materials were relevant and useful; 91% indicated they could apply what they learned to their work and share it with colleagues *Survey Feedback/Highlights:* Appreciated open space to name harm and discuss difficult topics; Valued different perspectives and lived experiences; Strong desire to continue these conversations **Mid-City Session November 7th -** 26 participants (NANCES, classified professionals, faculty – majority faculty) *Survey responses:* Very positive overall; participants rated the workshop very good or excellent; 92% reported the workshop provided tools to enhance effectiveness in their role; Strong interest in attending similar workshops in the future; Appreciated engagement with facilitators and groups; Valued safe space to contribute perspectives *Suggestions for improvement:* Clearer "next steps" and actionable follow-ups; More time for discussion; Food logistics (some noted the previous event's food was better and timelier) **Next Session via Zoom December 4th** • Due to strong interest and depth of topics, Esteban and Carla exploring extending Community Conversations into spring
ACTION ITEM	Committee members to promote the December 4th online session to their departments

3.4 PD SharePoint Request for Feedback Update

INFORMATION	Committee updated on the planned transition from the Flex Portal to the Vision Resource Center (VRC), pending district implementation. The PD SharePoint now includes VRC resources, and early trainings have received positive feedback despite low attendance. With upcoming state requirements extending Flex to all employee groups, members were encouraged to create and log into their VRC accounts.
ACTION ITEMS	• Janielle to email the PD SharePoint link to the full committee and new members • Committee members requested to review the site and email suggestions/feedback to Carla and Janielle • Members to encourage colleagues to create VRC accounts and attend upcoming VRC trainings

3.5 STAR Conference 2026 Planning Committee Meeting

INFORMATION	• Planning kickoff meeting is scheduled for Wednesday, November 19th at 12:00 pm • STAR Conference will be held on Thursday, June 11. Last year's move to June, rather than Classified Service Appreciation Week, was well-received and improved participation by avoiding overlapping with service awards and allowing more dedicated time for sessions. This year's conference will align with the collegewide theme "Sustained in Unity." The committee is seeking session ideas, attendee materials, and volunteers for the planning committee, which will begin meeting monthly in January.
ACTION ITEMS	• Carla to present STAR planning invitation at Classified Senate and send DL email. • Committee members to share STAR Conference date/theme and encourage colleagues to join planning efforts

3.6 CPEC Update

INFORMATION	• CPEC 1.0 launched on October 31 and is now in its third week with 10 classified participants from across the institution; Session 4 scheduled for this Friday online; Final session and celebration set for December 5 at ECC. The curriculum covers equity-mindedness, emotional intelligence, communication, and "soft handoff" practices that support student-centered service • CPEC 2.0 will launch in spring, with scheduling adjustments needed due to 36-hour work week and may shift to Thursdays • Future plans include a "Train-the-Trainer" offering in late May or June and another CPEC 1.0 cohort next fall
ACTION ITEMS	• Committee members to recommend potential participants for future CPEC cohorts • Carla/Janielle to reassess best meeting days/times once spring schedule changes are finalized

3.7 Vision Resource Center Update

INFORMATION	• Long-term plan: Transition from the Flex Portal to the CCC Vision Resource Center (VRC) for Flex tracking. • SharePoint includes a VRC information tab with links to CCC systemwide VRC overview • Transition timing depends on district-level implementation of VRC
ACTION ITEMS	Janielle will resend the SharePoint link after the meeting to committee members

3.8 Roundtable

INFORMATION	• ESL is updating all Course Outlines of Record (CORs) • PRIE office attending the CAIR conference in San Diego

4. Adjournment: Meeting adjourned at 2:50 PM

Next Meeting: 12/8/2025 at 2:00

Minutes submitted by: Debi King **Minutes approved:** By Committee 12/8/2025