

Thursday, May 5<sup>th</sup>, 2022, 1:30pm – 2:45pm  
Zoom Link: <https://santarosa-edu.zoom.us/j/98128085995>

TOPIC	TIME
1. Notetaker: Brenda; Facilitator: Matthew	
2. Approval of Minutes	1 minute
3. Announcements/Reports	5 minutes
4. Fall 2022 PDA <ul style="list-style-type: none"><li>• Plenary Presentation Schedule</li><li>• Plenary Presenter discussion</li><li>• Graphic</li><li>• Workshop proposal update</li><li>• Media Services input</li></ul>	45 minutes
5. PD Plan	10 minutes
6. Next Meeting agenda <ul style="list-style-type: none"><li>• Discuss conflict with VP/AA forums for 5/19/22 meeting</li></ul>	2 minutes

(Next Meeting: May 19<sup>th</sup>, 2022)

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**Committee Function:**

- Organizes the Professional Development Activity Day Program for all employees;
  - Encourages thorough discussions among all District employees regarding professional development needs;
  - Sets staff development goals, both immediate and long range;
  - Collaborates with other committees on Professional Development matters;
  - Oversees the flexible calendar program (the “Flex Program”) for the District;
  - When funding is available, reviews staff development projects/funding applications (AB1725 restricted funds for staff development);
  - Responds to training needs for critical College Initiatives.
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Membership: Paulette Bell, Bitia Bookman, Brandon Browning, Anne-Marie Donegan, Sarah Hopkins, Lauralyn Larsen, Kathy Matthies, Matthew Martin, Tammy Sakanashi, Ann Schott, Catherine Williams, Osiris Zuberi.

Note: The Professional Development Committee reserves the right to modify the order of business as deemed appropriate by the committee.