

**Evergreen Valley College
Professional Development
Committee 2023-2024 Minutes**

02/15/24

03/07/24

03/21/24

04/04/24

04/18/24

EVERGREEN VALLEY COLLEGE
PROFESSIONAL DEVELOPMENT COMMITTEE
AGENDA: THURSDAY FEBRUARY 15, 2024

2023-2024 PDC COMMITTEE MEMBERSHIP

Anali Dimas (Classified/Enrollment Services)
Bob Lombard (MSE)
Grace Tong (Student Success)
Kathy Tran (temporary Administration)
Khanh-Hoa Nguyen-Wong (Language Arts)
John Kaufmann (Former Chair/SSHAPE)
Mark Gonzales (At-Large/SSHAPE)

Shashi Naidu (Classified/Marketing)
Tina Abraham (Nursing/Allied Health)
Interim Chair
Vincent Cabada (Facilities/Administration)

ABSENT MARK GONZALES

GUESTS NIAL ADLER

AGENDA

1. Call to order 3:31 pm
2. Adoption of agenda
 - a. Hoa first, Sashi second
3. Approval of Minutes from 12/7/23
 - a. John first, Hoa second
4. Public Comments (limited to three minutes) None
5. Action items
 - a. Funding requests
 - i. Approved 9 funding requests
6. Announcements
 - a. PD chair position is open. Dr Johnson sent out a new description for the position. Please see his email sent 2/7 titled **PD Coordinator vacant position**.
 - b. Alternate PD plans are due March 8 by 5pm. Concern expressed over the alternate plan template. Tina will inform Dr Garry Johnson.
 - c. March 15 agenda:
 - 8-9 arrive and continental breakfast

9-930 president's update in theater
945-11:15 First Session
1130-1pm Second Session
Lunch 1-130 on your own...brown bag from home!
130 to 3pm Third session

Change is schedule:
8-9 arrive and continental breakfast
9-915 president's update in theater
930-11:00 First Session
1115-1245 Second Session
Lunch 1245-130 on your own...brown bag from home!
130 to 3pm Third session

- c. Updates on March 15 PDD
Tina met with President regarding budget. Planning to send out EVC wide email on Tuesday about March 15 PDD. Web agenda is created, breakout session form and meal RSVP is created. Vince will get tables ready to support breakfast and coffee. IT request submitted for 0900 President updates. Looking for volunteers to create QR code and attendance form. Sent example of Johns from Jan PDD.

 - d. Next PD meeting is March 7
7. Recognition and Announcements None
8. Adjournment
- a. John first, Hoa second

EVERGREEN VALLEY COLLEGE

PROFESSIONAL DEVELOPMENT COMMITTEE

MEETING MINUTES FOR THURSDAY MARCH 7, 2024

2023-2024 PDC COMMITTEE MEMBERSHIP

Anali Dimas (Classified/Enrollment Services)

Bob Lombard (MSE)

Grace Tong (Student Success)

Khanh-Hoa Nguyen-Wong (Language Arts)

John Kaufmann (Former Chair/SSHAPE)

Mark Gonzales (At-Large/SSHAPE)

Shashi Naidu (Classified/Marketing)

Tina Abraham (Nursing/Allied Health)

Interim Chair

Tran, Thien T. (Kathy) (Fiscal/Business Services)

Vincent Cabada (Facilities/Administration)

RED NAMES WERE ABSENT

AGENDA

1. Call to order 340
2. Adoption of agenda
 - a. John first, Hoa second
3. Approval of Minutes from 02/15/24
 - a. Hoa first, Bob second
4. Public Comments (limited to three minutes) none.
5. Action items
 - a. Funding requests
 - i. Approved 5 requests.
6. Announcements
 - a. Updates on March 15 PDD
 - i. Waiting for one more breakout session for 130. Sent headcount to Vince. Vince is working with Penny on lunch set up. Discussed rooms, IT requests and attendance form. John will print QR codes for Friday.
 - b. Next PD meeting is March 21
7. Recognition and Announcements none
8. Adjournment
 - a. Hoa first, John second

EVERGREEN VALLEY COLLEGE
PROFESSIONAL DEVELOPMENT COMMITTEE
MEETING MINUTES THURSDAY MARCH 21, 2024

2023-2024 PDC COMMITTEE MEMBERSHIP

Anali Dimas (Classified/Enrollment Services)
Bob Lombard (MSE)
Grace Tong (Student Success)
Khanh-Hoa Nguyen-Wong (Language Arts)
John Kaufmann (Former Chair/SSHAPE)
Mark Gonzales (At-Large/SSHAPE)

Shashi Naidu (Classified/Marketing)
Tina Abraham (Nursing/Allied Health)
Interim Chair
Tran, Thien T. (Kathy) (Fiscal/Business Services)
Vincent Cabada (Facilities/Administration)

RED IS ABSENT

AGENDA

1. Call to order at 350
2. Adoption of agenda
 - a. Kathy first, John second
3. Approval of Minutes from 03/07/24
 - a. John first, Bob second
4. Public Comments (limited to three minutes) none
5. Action items
 - a. Funding requests – approved 5 requests. 1 request pushed to next meeting
 - b. Begin discussions about August PDD

Voted on agenda:

Voted on speakers

Voted on no theme

Food must wait until there is a budget
6. Announcements
 - a. Next PD meeting is April 4
7. Recognition and Announcements
8. Adjournment

EVERGREEN VALLEY COLLEGE
PROFESSIONAL DEVELOPMENT COMMITTEE
MEETING MINUTES THURSDAY APRIL 4, 2024

2023-2024 PDC COMMITTEE MEMBERSHIP

Anali Dimas (Classified/Enrollment Services)
Bob Lombard (MSE)
Grace Tong (Student Success)
Khanh-Hoa Nguyen-Wong (Language Arts)
John Kaufmann (Former Chair/SSHAPE)
Mark Gonzales (At-Large/SSHAPE)

Shashi Naidu (Classified/Marketing)
Tina Abraham (Nursing/Allied Health)
Interim Chair
Tran, Thien T. (Kathy) (Fiscal/Business Services)
Vincent Cabada (Facilities/Administration)

RED IS ABSENT

1. Call to order 335
2. Adoption of agenda
 - a. Hao first, Anali second
3. Approval of Minutes from 03/21/24
 - a. Grace first, Hao second
4. Public Comments (limited to three minutes) none
5. Action items
 - a. Funding requests
 - i. Approved 1 PT request
 - b. Discussions about August PDD
 - i. Approved 0900-1030 schedule
 - ii. Approved the breakout session Microsoft forms for Aug PDD
6. Announcements
 - a. Next PD meeting is April 18
 - b. Tina will send out breakout session on Monday 8
 - c. Tina will submit IT request for event by end of May
 - d. Tina will request rooms are unlocked at some point
7. Recognition and Announcements - none
8. Adjournment
 - a. John first, Anali second

EVERGREEN VALLEY COLLEGE
PROFESSIONAL DEVELOPMENT COMMITTEE
MEETING MINUTES: THURSDAY APRIL 18, 2024

2023-2024 PDC COMMITTEE MEMBERSHIP

Anali Dimas (Classified/Enrollment Services)
Bob Lombard (MSE)
Grace Tong (Student Success)
Khanh-Hoa Nguyen-Wong (Language Arts)
John Kaufmann (Former Chair/SSHAPE)
Mark Gonzales (At-Large/SSHAPE)

Shashi Naidu (Classified/Marketing)
Tina Abraham (Nursing/Allied Health)
Interim Chair
Tran, Thien T. (Kathy) (Fiscal/Business
Services)
Vincent Cabada (Facilities/Administration)

RED IS ABSENT

1. Call to order 340
2. Adoption of agenda
 - a. John first, Bob second
3. Approval of Minutes from 04/04/24
 - a. John first, Bob second
4. Public Comments (limited to three minutes) none
5. Action items
 - a. Funding requests – no funding requests for 23/24 fiscal year.
 - b. Process to request PD funding- Updated funding request instructions. Reimbursements must be in by July1 for the current fiscal year.
 - c. Discussions about August PDD
 - i. Changed breakout session times to 90 minutes.
 - ii. Discussed possible breakout sessions. Tina will send out emails.
 - iii. Discussed Cedro rooms that are used for PDD if presenter doesn't have their own lecture rooms.
6. Announcements
 - a. Next PD meeting is May 2
7. Recognition and Announcements none
8. Adjournment
 - a. John first, Mark second