# PROFESSIONAL DEVELOPMENT COUNCIL

(Governance Committee – Reports to President’s Advisory Council)

Purpose

The Professional Development Council provides direction to the college community to ensure classified staff, faculty, and managers expand their knowledge and skills needed to increase student success and enhance their professional development. The Council is comprised of classified, faculty, and management representatives.

Function

Responsible for the following:

* 1. To assess Professional Development needs of the college.
	2. To make recommendations for professional development at the College, including reporting on campus-wide professional development to President’s Advisory Council.
	3. To maintain guidelines and procedures for Conference & Travel funding and to make determinations about employee conference and travel support.
	4. To evaluate the effectiveness of professional development activities on campus, and to recommend ongoing changes.
	5. To receive and review recommendations from subcommittees (Classified Professional Development Committee, Faculty Professional Development Committee, and Management Professional Development Committee).
	6. To screen workshops submitted for Salary Schedule Credit and make recommendations to Salary and Leaves Committee using guidelines established by Salary and Leaves.
	7. To assist in planning and/or implementation of large professional development events on campus (i.e., Parachutes and Ladders, FLEX days, Professional Development days, etc.)

Membership (9)

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|  | Position Represented | Name | Term |
| 1. | Manager, Professional Development & Employee Engagement (Co-Chair) | Stacey Gutierrez | ongoing |
| 2. | Coordinator, Faculty Professional Development (Co-Chair) | Beta Meyer | 2014-16 |
| 3. | Continuing Education appointed position | Maryann Angel-Gomez | 2015-18 |
| 4. | Classified Staff (appointed by CSEA 262) | Rosa Asencio | 2013-16 |
| 5. | Classified Senate President | John Lewallen | 2014-16 |
| 6. | Faculty (appointed by Faculty Association) | Dan McGeough | 2015-18 |
| 7. | Classified Staff (appointed by CSEA 651) | Robert Montoya | 2015-17 |
| 8. | Faculty (appointed by Academic Senate | Jane Nazzal | 2015-18 |
| 9. | Managers (appointed by Management Steering) | Vacant | 2015-17 |

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| COMMITTEE TYPE | CHAIR | MEETING SCHEDULE | LOCATION | TIME |
| Professional Development Council | Beta Meyer & Stacey Gutierrez | First Thursday of the Month September through June (excluding January) | 6-144 | 1:30-3:15 p.m. |

Person Responsible to Maintain Committee Website: Stacey Gutierrez

 Sgutierrez95@mtsac.edu and (909) 274-5810

College Website Link and Last Time Website Was Updated: [www.mtsac.edu/governance/committees/pdc/](http://www.mtsac.edu/governance/committees/pdc/)

Last updated: 10/6/2015 to update new location. We are working with the IT department to update committee members and function.