

# AY 2023-2024

## Minutes

<b>Committee Name</b>	<b>Professional Development and Initiative Committee (PDIC)</b>
<b>Meeting Location :</b>	Google Meet
<b>Date:</b>	<b>Friday, 9/29/2023</b>
<b>Time:</b>	9am
<b>Meeting Chair/Facilitator:</b>	Jonah Concepcion
<b>Secretary:</b>	Marsha Postrozny
<b>Meeting Attendees:</b>	Jonah Concepcion Donna Cruz RoseMarie Nanpei Marsha Postrozny-Torres  Guest: Simone Bollinger

<b>No.</b>	<b>Topics</b>	<b>Action Points</b>
<b>I.</b>	<b>Call to Order</b>	<p>J. Concepcion called the meeting to order at 9:02AM via Google Meet (link on PDIC's GC site)</p> <p>J. Concepcion welcomed members and stated that S. Bollinger could not meet with PDIC as scheduled this morning.</p> <p>Simone Bollinger was able to join the meeting at 9:38AM.</p> <p>J. Concepcion stated goals for this meeting are to look at workshop survey results, plan fall PD, and mentorship.</p>
<b>II.</b>	<b>Approval of Minutes</b> 1. 9-15-2023 1. 4/21/2023	1. 9-15-23 a. 1st Donna Cruz b. 2nd Rose Marie Nanpei 2. 4/21/23 a. 1st Donna Cruz b. 2nd Rose Marie Nanpei
<b>III.</b>	<b>Old Business</b> 1. <b>Fall Workshops</b> a. <b>Topics</b> b. <b>Tuition</b> c. <b>Online Subscriptions</b>	1. <b>Fall Workshops</b> a. <b>Topics for Fall 2023 PD</b> D. Cruz proposed a list of topics of interest. J. Concepcion received email from Patrick Maloney who is working with GCC remotely (via Alaska) and is willing to conduct the grant writing session.

**d. Additional Comments**

**2. Mentorship Guide**

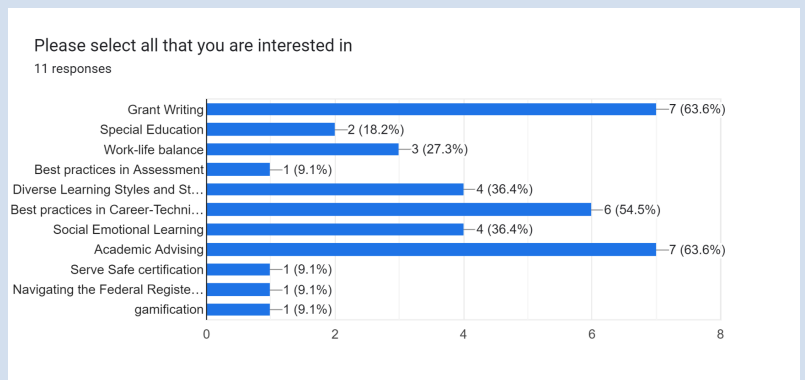
J. Concepcion stated there were about seven interested in discussing grant writing. He asked if we should do forums and PD in tandem. M. P-Torres suggested we update the presenter form to include a faculty forum (panel-like) option. J. Concepcion suggested we organize on themes like classroom strategies, grant writing, disabilities, counseling services, etc.

R. Nanpei and D. Cruz agreed with identifying themes for faculty forums and members discussed the best modality for this would be in person. Another idea is to host forums after our PDIC meetings as M. P-Torres suggested earlier.

Members discussed low turnout of attendance at PD sessions including participation in interest surveys. Total number who completed the survey was 11.

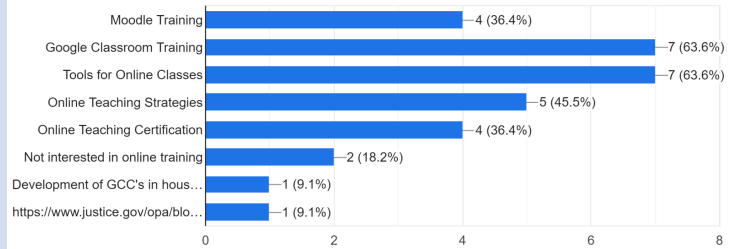
The four main categories of presenters will be grant writing, academic advisement, best practices in CTE, diverse learning styles, and social/emotional learning since these were selected as the most popular areas of interest based on PDIC's survey.

Members discussed holding the PD sessions end of October or mid November.



Please select all that you are interested in

11 responses

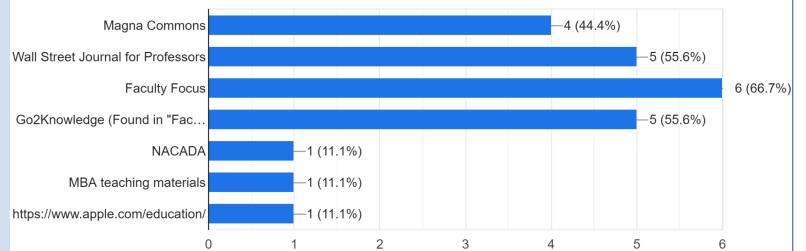


**b. Tuition - 6 people said yes**

**c. Online Subscription**

Please select the online subscriptions you are interested in

9 responses



**d. Additional Comments**

What is the process for GCC affiliation so that we can attend conferences? Also can we please get the specific law that the president is using to deny travel to conference that we are not affiliates, other agency don't seem to follow the law or we are just hoarding money for other purposes.

How to promote your department / programs to the public.

I would like to submit request and possibly guidance on attending off-island teaching conferences

Thank you for all your hard work!

## 2. Mentorship Guide

**IV.**

### New Business

1. PDIC Application Update
2. Bylaws and IOP
3. Allocation of Funds

Questions PDIC members inquired about:

1. Do we update this? Will get Simone's guidance. Review and provide comments through google classroom.
2. Do we need Bylaws and IOP? Will get Simone's guidance.

Simone Bollinger states, five days prior for agenda to be submitted, prepared for publishing

	<p>PDIC is part of the process because of the budget</p> <p>3. Rosemarie, talks about the meeting with the president, tuition reimbursement, dean's office will handle everything, PDIC has a choice</p> <p>S. Bollinger briefed members after a meeting with Dr. Tudela.</p> <p>Agenda for spring PD will be posted at least five days before the September 30th meeting in order to publish it three days before the meeting. As of now admin is only slotted for accreditation focus from 8-9AM during the spring 2024 PD session.</p> <p>She confirmed the budget for professional development is still with PDIC. For example we can use this funding for lunch, refreshments, etc. PDIC does not need to do anything with the procurement process. J. Concepcion asked if we are still in charge with the application process. Simone also spoke to Carl Torres regarding changes to PDIC. She asked if members had any questions or how we feel with the application still being the purview of PDIC. S. Bollinger stated that it is up to PDIC to decide how to spend the 52k for professional development. The reason there are less members is because procurement was removed.</p> <p>R. Nanpei stated that PDIC can allocate a certain amount of money to cover reimbursement and other PD stuff and it can go through the Dean's office. It was under her impression that PDIC can choose not to review the applications unless we do not allot funding.</p> <p>S. Bollinger asked is this how members interpreted the new contract? For example if PDIC allots funding to the respective deans the committee does not need to review.</p> <p>R. Nanpei had questioned if PDIC is still responsible for subscriptions such as Go2Knowledge and Quality Matters memberships that will expire soon (Oct. and Feb.).</p> <p>S. Bollinger summarized the responsibilities that might entail funding such as Spring PD, faculty development PD, institutional subscriptions, and mentorship program tied to evaluations. We can also offer a college-wide course such as something in the BSCTE program.</p> <p>If updating applications every year is something PDIC would like to retain control of then we should update our IOP and application for Dean's approval. If we would like the Deans to have control of approving applications for tuition including the application then that is possible. S. Bollinger suggested it stay under PDIC's purview and needs of committee including changes can be meshed out at the</p>
--	--

		<p>end of the year. Because this is the first year of the new contract, Dr. Tudela is flexible.</p> <p>J. Concepcion mentioned that some items are not under our discretion such as training that need to occur in spring or having institutional membership for off-island travel.</p> <p>D. Cruz said members were concerned that PDIC seems to have the same amount of work with less members. S. Bollinger confirmed that the administrative aspect was removed but D. Cruz explained that admin stated that there needs to be an approval process for anyone using funds from PDIC. J. Concepcion inquired if we can request available funding and information on if administration approved PD funds. S. Bollinger asked if we want faculty to get approval directly from the Dean and then inform PDIC for releasing funds. S. Bollinger stated that this process is under our committee's purview. The procurement process has been removed from PDIC.</p> <p>J. Concepcion asked if PDIC changes the application process should we involve the Union and FS? S. Bollinger suggested we have a working session before sharing the approval process with the administration. R. Nanpei clarified that our IOPs will be pending based on the process PDIC formulates. Process should be completed by PDIC</p> <p>J. Concepcion, D. Cruz, and M. P-Torres continued conversation on updating the PD application. J. Concepcion suggested getting a list of all the institutional memberships and M. P-Torres offered to link this list to the application. Updating the application.</p>
<b>VIII.</b>	<b>Privilege of the Floor (POTF)</b>	
<b>IX.</b>	<b>Adjourn</b>	<p>Meeting ends at 10:40 am</p> <p>1st D. Cruz</p> <p>2nd R.Nanpei</p>
	<b>Next Meeting Date</b>	

Please upload this document to the appropriate GCC site page, and submit an electronic copy to the Office of Assessment, Institutional Effectiveness and Research (AIER) at [aier@guamcc.edu](mailto:aier@guamcc.edu)