

# College of Alameda Professional Development Committee

Minutes of the Meeting - October 7, 2024

## 1. Call to Order

**Time:** 12:30 PM

## 2. Attendance

**Present:** Reza Majlesi, LaShawn Brumfield, Drew Burgess, Kawanna Rollins, Marivic Lizardo, Cynthia Horn

**Guest:** Marla Leech

## 3. Chair Position

Drew Burgess agreed to complete the remaining two-year term as Chair. The committee discussed the need for new leadership moving forward.

## 4. Approval of Previous Minutes

The minutes from the September 3, 2024, meeting were affirmed.

## 5. Professional Development Proposals

Four proposals were approved. The committee agreed to communicate with PFT leadership regarding a new hire and funding for an upcoming conference.

## 6. Sabbaticals

Sabbaticals are in process. The first meeting has been conducted, and college-wide communication has been initiated. Applications were sent, along with an explanation of the process.

## **7. Flex Day Discussion**

The committee discussed planning Flex Day with a theme focused on Health. This is currently in process.

## **8. Introductions and Communication**

Introductions and discussions were held with SDO Marla Leech to enhance collaboration and communication.

## **9. Adjournment**

**Time:** 1:00 PM