

College of San Mateo New All-Campus PD Committee (name TBD)

Minutes

Friday, October 17, 2025, 1:30-2:30

Zoom: <https://smccd.zoom.us/j/84379386541?pwd=QRogVyDXYYJAgkaKt4OWOu4eZbhKTo.1&from=addon>

All members of the campus community are welcome to attend New All-Campus PD Committee (name TBD) meetings.

Required membership:

Present:

Tri-chairs	TBD	
Classified	Alicia Frangos, Program Services Coordinator, Student Success	x
	Dulce Martinez Luna, Learning Communities Program Services Coordinator	x
Students	Ryan Farzaneh, Associated Students	X
	Nyam Simm Sett, Associated Students	x
Faculty (full-time)	Alex Wong, Physics Faculty	X
	Katryn Wiese, Geological Sciences Faculty	x
Faculty (adjunct)	vacant	
	vacant	
Administration/Management	Kohya Lu, Ombudsperson	X
	Chiara Ojeda, Dean of Language Arts	x
Ex Officio: ASLT Dean	Tarana Chapple, Dean of Academic Support & Learning Technology	x
Ex Officio: Distance Ed	Marisol Quevedo, Instructional Technologist	x
Ex Officio: Professional Development Faculty Coordinator	Susan Khan, Professional Development Faculty Coordinator	x
Ex Officio: CSM President	Manuel Alejandro Pérez, President	x

Guests: *Elizabeth Smith, Marketing Director; Teresa Morris, Library Faculty; Angelica Soria Mendoza, Executive Assistant to the President's Office*

- I. Order of Business (Susan), 1:30-1:35
 - a. Approval of the Agenda

- i. Katryn made motion
 - ii. Ryan seconded the motion
 - II. Community-Building Activity (Marisol & Tarana), 1:35-1:45
 - III. Community Norms (Marisol), 1:45-1:55
 - a. Was open to all to participate- norms added, will revisit next meeting to discuss and and approve [norms padlet](#)
 - IV. [Origins of this Committee](#) (Susan), 1:55-2:05
 - a. Susan shared slides
 - b. Manuel shared his vision for reimagining pd/flex day:
 - i. Representation for Classified and for Managers
 - ii. Need to switch up programming for flex day and topics- being innovative and creative, vs traditional way of doing things (e.g., having 3-hour updates in the morning. How can this be reconfigured?)
 - iii. My role to take lead from the committee and move things out of the way so it can activate its vision
 - iv. Katryn question: goal to incorporate classified, there are certain groups that can attend but dont have to?
 - 1. Faculty have required flex day that they have to attend and optional ways to earn flex credit
 - 2. Classified, unless it is directed as a job related training there is no requirement of professional development- wants there to be a feeling that I want to attend, I am missing out if I do not attend
 - 3. We close campus in mid-flex, but attendance is no higher. And if we offer remote, in-person attendance is down. So suggests culture and also a lack fo framework of what the expectation is. Curious to see what this committee recommends around that.
 - v. Chiara: What does Professional development mean to you (Manuel)?
 - vi. Alicia: Some classified may not be able to leave for their job or feel like they can ask to leave.
 - V. [Membership & Leadership](#) (Susan), 2:05-2:15
 - a. Summary of membership
 - b. Vote on Tri-Chair Leadership
 - i. Faculty: Marisol nominates Susan, Katryn seconds – no objections
 - ii. Classified: Tarana nominates, Alicia seconds- no objections
 - iii. Admin: Chiara self-nominates, Tarana seconds
 - 1. Kohya self-nominates,

Chiara shared more of why she is interested: Comes from a rich tradition of structured PD, so has created PD, taught PD, worked w/ faculty and staff to develop action plans. Asked Manuel that question because believes having strong PD holistically supporting all members of the college community is important not just to the individual but to the institution, staying abreast of best practices (e.g., increasing productivity, engaging w/ community, engaging w/ students). Would like to get folks more excited about what we're doing in the classroom, get staff more development for what they need. Also PD a way to build community. Wouldn't be the educator/leader she is without PD.

Kohya shared more of why he is interested: Has been involved in PD at local level but also statewide, regionally, and nationally. Important to have good pulse on current trends, developing potential as a campus. Having been on campus for a couple of years, seeing Flex Day in action and presenting at Flex Day, would like to look at non-traditional angles, or how we interest folks who haven't been as interested in the past. Can't go wrong with the choice here.

Suggestion of having shared tri-chair position.

- VI. Meeting Schedule & Modality (Tarana), 2:15-2:25
 - a. Fridays at usual time were preferred to Mondays. Alicia can't make Fridays without working when she is off contract.
- VII. Work before Next Meeting (Susan & Marisol), 2:25-2:30
 - a. [What do we want out of PD at CSM? Padlet](#)
 - b. Community norms
 - c. [Draft Bylaws](#)
 - d. [Committee Name ideas](#)