

College of San Mateo

All-Campus Professional Development (APD) Committee

Bylaws

Purpose	The purpose of the All-Campus Professional Development (APD) Committee is to promote professional development opportunities that are inclusive of our employee groups and help us meet the College's Mission, Vision, Strategic Priorities, Educational Master Plan goals, Program Review, and other plans.
Functions	<ul style="list-style-type: none">• Developing long-term and short-term professional development plans that are aligned with the College's Strategic Priorities, Educational Master Plan Goals, Program Review, and identified professional development needs• Collaborate across the college to assess employees' professional development needs• Providing consultation as needed on future professional-development related grants• Disseminating information about professional development opportunities around campus, the district, and beyond• Supporting with the planning of Flex Days to ensure broad participation and fulfillment of key professional development needs• Developing systems and structures to provide day-of support with Flex Day
Recommends to	IPC
Chair Selection	Committee election among members
Membership	<ul style="list-style-type: none">• 2 full-time faculty members (selected by Academic Senate)• 2 adjunct faculty members (selected by Academic Senate)• 2 classified staff members (selected by Classified Senate)• 2 students (selected by Associated Students)

	<ul style="list-style-type: none"> • 2 administrators (selected by President's Office) • Dean of Academic Support & Learning Technology • Professional Development Faculty Coordinator • 1 member of the Distance Education Team
Term Limits	2 years staggered
Staff	N/A
Quorum	Same as IPC
Brown Act	Same as IPC
Type of Decision Making	Consensus when possible and a majority vote with quorum present
Accreditation Standards/Institutional Priorities	<p>ACCJC Standard 3.2: "The institution supports its employees with professional learning opportunities aligned with the mission and institutional goals. These opportunities are regularly evaluated for overall effectiveness in promoting success for all students and in meeting institutional and employee needs."</p> <p>CSM Educational Master Plan goals: Teaching and Learning, Anti-Racism and Equity</p>