

College of San Mateo All-Campus PD Committee
Minutes

Friday, May 8, 2026, 10:00-11:00

Zoom: <https://smccd.zoom.us/j/89750607394>

All members of the campus community are welcome to attend All-Campus PD Committee meetings.

Required membership:

Present:

Tri-chairs	Classified: Marisol Quevedo, Instructional Technologist Administration: Chiara Ojeda, LAD Dean Faculty: Susan Khan, Professional Development Faculty Coordinator	X X x
Classified	Alicia Frangos, Program Services Coordinator, Student Success Dulce Martinez Luna, Learning Communities Program Services Coordinator	x
Students	Justin Christopher Gomez, Associated Students vacant	x
Faculty (full-time)	Alex Wong, Physics Faculty Katryn Wiese, Geological Sciences Faculty	x x
Faculty (adjunct)	vacant vacant	
Administration/Management	vacant Chiara Ojeda, Dean of Language Arts	x
Ex Officio: ASLT Dean	Tarana Chapple, Dean of Academic Support & Learning Technology	
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	

Guests: Emily Barrick and Anupriya Vysala

APD Committee Meeting

Overview

The APD Committee Meeting introduced new members. The agenda was approved, and minutes from the April 10 meeting were reviewed. The call for Flex Day proposals for August was reiterated, with a reminder to submit by the end of the semester. The committee members introduced themselves, and a feedback survey was distributed for future planning.

Action Items

- [] Schedule and hold a one-to-one session with Susan to learn more about the APD committee and potential involvement.
- [] Review the Flex Day feedback offline after the meeting instead of trying to discuss it during the current agenda.
- [] Share the raw Flex Day feedback survey data with all committee members after the meeting so they can review the results.
- [] Ensure the committee reviews and discusses the PD survey results at the PD planning retreat and uses them to shape the retreat's focus.
- [] Coordinate with committee members so that all Flex Day proposals for the August event are submitted by the end of the semester.

Outline

Introductions and Committee Membership, Approval of Agenda

- New committee members introduced, including Emily Barrick from the Student Health Clinic and Anupriya Vysala, a new faculty member in business.

- Motion made to approve agenda, seconded. The agenda is approved without objections.

Approval of Previous Meeting Minutes

- Minutes from April 10 meeting reviewed and approved.

Discussion on Flex Day Feedback and Planning

- Call for proposals for Flex Day in August has been sent out.
- Committee member expresses a desire to discuss feedback from last Flex Day during meeting. Flex Day feedback will be discussed at PD planning retreat to inform future planning.
- Question posed regarding the number of responses to the feedback survey. Details provided; response rate was quite low.
- Faculty tri-chair offers to share the raw data from the feedback survey with the committee members after the meeting.

Committee Member Introductions

- Committee members introduce themselves. Time given for new members to introduce themselves.

Feedback Survey

- Members fill out a committee service feedback survey. Survey to be discussed at the PD planning retreat. Responses will help inform focus of PD planning retreat.

PD Planning Retreat Discussion

- Suggestion that we organize informal Zoom meeting to share best practices and ideas across campuses to learn from each other.
- Suggestion made to involve people from outside the district to exchange ideas and experiences related to PD.
- Suggestion made to involve the PD coordinators and district PD coordinator in the retreat planning.
- Important for committee to meet with their counterparts to discuss common frustrations, innovations, and questions.