



**Strategic Plan**  
**Committee Goals and Actions Report 2023-2024**  
**\*Due to Planning Council by November 30, 2023, and April 24, 2024**

**Instructions: Please be succinct in your answers and use bullet points if you can.**

Committee Name:	Professional Development Advisory Council (PDAC)	Complete by Nov 30, 2023
Committee Purpose:	The mission of the Professional Development Advisory Committee is to encourage, support, and develop Golden West College employees to enhance their professional knowledge and skills.	
Committee Chair/ Co-chairs:	Alyssa Brown	
Goal 1:	Identify a follow up DEIA series for 23/24 & continue to model equity-minded decision making.	
Aligns to SP Goal:	#2: Equity & Success	
Aligns to SP Strategy:	Strategy 5: Incorporate equity-minded decision making to create, promote, and maintain activities, programs, committees, planning documents, college decisions, and instruction that welcome, celebrate, and encourage respect for all.	Complete by April 24, 2024
What metric will you use to track your progress, include baseline in fall and spring update (if available):	<ul style="list-style-type: none"> <li>Participation levels in workshops</li> <li>Survey results following each workshop</li> <li>Variety of dates, times, and modality of workshops</li> </ul>	
Committee actions (A) and recommendations (R), as of 4/23:	R – identify context experts to serve as facilitators	
Describe barriers encountered AND resources needed or new strategies to be successful:	Competing priorities have impacted the progress of this goal. Recommendations of effective facilitators would be helpful.	
Priorities for 2024-25:	This will continue to be a priority for 2024-2025.	

Goal 2:	Collaborate between the Professional Development/HR Team and PD stakeholders (PDAC, IPD, CIL, and Equity Committee) on professional development offerings.	Complete by April 24, 2024
Aligns to SP Goal:	#6: Professional Development	

Aligns to SP Strategy:	Strategy 1: Centralize professional development opportunities for all college personnel to have one resource. This would include opportunities on and off campus.	
What metric will you use to track your progress, include baseline in fall and spring update (if available):	<ul style="list-style-type: none"> <li>Awareness and understanding of the role of each stakeholder about professional development.</li> <li>Partnerships on professional development events.</li> <li>Shared calendar of all professional development events.</li> </ul>	
Committee actions (A) and recommendations (R), as of 4/23:	A – HR and CIL continue to meet bi-weekly to strategize and collaborate A – HR attended multiple DEIA committee meetings in Spring 2024	Complete by April 24, 2024
Describe barriers encountered AND resources needed or new strategies to be successful:	Unsure on the other groups' interest in collaboration.	
Priorities for 2024-25:	Scheduling a meeting with IPD and DEIA committee to assess the need for this goal.	

<b>Goal 3:</b>	Offer a variety of relevant professional development workshops and programs.	
Aligns to SP Goal:	#6: Professional Development	
Aligns to SP Strategy:	Strategy 2: Provide new Professional Development Opportunities for all college personnel including workshops that unite the campus community (Faculty, Staff and Administration), mentoring and leadership opportunities.	Complete by Nov 30, 2023
What metric will you use to track your progress, include baseline in fall and spring update (if available):	<ul style="list-style-type: none"> <li>Participation in the Classified Leadership Development Academy 23/24</li> <li>Implementation of a Diversity, Equity, Inclusion, and Accessibility program for managers</li> <li>Development of a Classified Professionals Learning Series</li> <li>Participation in the New Employee Orientation program</li> <li>Participation in Wellness seminars for 23/24</li> </ul>	
Committee actions (A) and recommendations (R), as of 4/23:	A – 3 New Employee Orientations were held in spring 2024 with 16 total participants A – Classified Leadership Development Academy 23/24; 5 completers A – Plan in final stages for DEIA program for managers A – Interview Essentials Workshop with 8 participants A – PDAC was assigned as the lead of the new Employee Resource Program	Complete by April 24, 2024
Describe barriers encountered AND	Competing priorities have impacted the progress of this goal. Additionally, needs assessments indicate employees have a variety of	

resources needed or new strategies to be successful:	professional development interests. The ERG program was the focus of many spring 2024 meetings.	
Priorities for 2024-25:	Create online playlists with resources in Cornerstone and LinkedIn Learning	

<b>Goal 4:</b>	Partner with Union representatives to develop and host workshops on professional development opportunities available through the Unions.	Complete by Nov 30, 2023
Aligns to SP Goal:	#6: Professional Development	
Aligns to SP Strategy:	Strategy 3: Increase awareness of funding opportunities available and seek additional funding sources for those opportunities.	
What metric will you use to track your progress, include baseline in fall and spring update (if available):	<ul style="list-style-type: none"> <li>Amount of EEO grant funds utilized throughout the year.</li> <li>Participation in the workshop with the Union on professional development opportunities.</li> </ul>	Complete by April 24, 2024
Committee actions (A) and recommendations (R), as of 4/23:	R - Prioritize these workshops for fall 2024.	
Describe barriers encountered AND resources needed or new strategies to be successful:	Competing priorities have impacted the progress of this goal.	
Priorities for 2024-25:	This will continue to be a priority for 2024-2025.	

<b>Goal 5:</b>	Develop strategies to improve the communication flow between committee members and their constituencies.	Complete by Nov 30, 2023
Aligns to SP Goal:	#7: Communication	
Aligns to SP Strategy:	Strategy 6: Revise the committee structure and standardize forms of communication including shared document labeling and structure, reporting back to constituencies, and seeking input from constituencies.	
What metric will you use to track your progress, include baseline in fall and spring update (if available):	<ul style="list-style-type: none"> <li>Participation on MS Teams</li> <li>Increased awareness of professional development activities on campus</li> </ul>	

Committee actions (A) and recommendations (R), as of 4/23:	A – all committee documents such as agendas and minutes are on Teams A – Teams is the primary tool for communication	Complete by April 24, 2024
Describe barriers encountered AND resources needed or new strategies to be successful:	There were no barriers to the transition to Teams.	
Priorities for 2024-25:	This goal is complete.	

#### Membership for 2023-2024:

Name	Constituency Group
Alyssa Brown	ex-officio Director HR
Amy Jennings, Psychology	IPD designee
Tasha Chambliss	Full-Time At-large
Robert Nguyen	Part-Time At-large
Connie Marten	ex-officio Training & Development Specialist
Diana Roachat	Classified Senate
Bre Ritter	Classified Senate
Dani Godinez	CFCP
Therese Grande	CFCP
Vacant	CDMA
Vacant	CDMA
Erin Craig	Faculty PD Coordinator ex-officio