

Hi All:

We had a great **Professional Development Debriefing and Planning meeting** on June 28th with 14 staff, faculty, and administrators in attendance. Our discussion was lively and productive.

The group expressed great **appreciation** to Judi Mcalpin and Antoinette Chavez for all their assistance with PD record-keeping and marketing over the past year.

Please see ATTACHED for -

- Minutes of this meeting
- Revised version of the Professional Development Report

Action items include following up on group suggestions to -

- Re-establish the **Professional Development Committee**; possibly with a tri-chair structure including a staff member, faculty member, and an administrator (Messina)
- **Streamline** and simplify the process for coordinating, communication, and promoting PD events including both planned and ad hoc events (Baker and Mcalpin)
 - Existing process is to go to the [PD webpage](#) and click on the link to an [online form](#) (or go directly to the online form at <http://foothill.RequestPD.sgizmo.com/s3/>)
- Streamline the process for awarding PGA for those who attend PD events (Baker and Mcalpin)

