
EVERGREEN VALLEY COLLEGE
PROFESSIONAL DEVELOPMENT COMMITTEE
MINUTES: THURSDAY, FEBRUARY 19, 2026

LA-367 AT 3:15 PM [ZOOM OPTION](#)

2025-2026 PDC COMMITTEE MEMBERSHIP

Anali Dimas (Classified/Enrollment Services)	Veronica Santos (Classified/LA)
Bob Lombard (MSE)	Binh Vo (English/LA) PD Coordinator*
Grace Tong (Student Success)*	Kathy Tran (Fiscal/Business Services)
Maria Esperanza Outeiriño-Feijoo (Language Arts)*	Jamison Jossis (Facilities)*
Bobby Seals (SSHAPE/SSHAPE)	Vincent Cabada (Facilities/Administration)*
Mark Gonzales (At-Large/SSHAPE)	Melody Barta (Business and Workforce)*
	John Stratton (Nursing and Allied Health)

AGENDA

1. Call to order:
 - a. Bob motion to approve Binh as a voting member;
 - b. Esperanza seconded
 - c. quorum obtained at 3:42 pm
2. Adoption of agenda: Esperanza move to adopt, Melody 2nd
3. Approval of Minutes from February 5, 2026: Esperanza first, Vince seconded, approved
4. Public Comments (limited to three minutes):
 - a. Adam's: His request was approved for \$1200 last fiscal year (2025), approved by us and his dean, and processed in Concur, but something went wrong, and it didn't go through Concur before the fiscal year ended; he caught it late and realized it a while ago. Solution: Business Services is amenable to providing reimbursement, but it will come out of our budget this year. He is not submitting anything this year and does not mean any disrespect to anyone.
 - i. Binh in April/May will email all requestors to remind to follow up on Concur
 - ii. Esperanza motion to move it an action item for approval; Melody seconded it. Approved.
 - b. Grace Estrada: how long has it been since we had our last budget increase?
 - i. Can we cater outside to get a cheaper price?
 - ii. Combining with SJCC to address the food budget constraint?
 - iii. Logistical concern: How to house everyone (hybrid?)

- iv. 350 meal reservations for January 2026, but it seems a lot of people did not pick up their lunch; thus, we had a lot of waste
 - v. Solution: Meal RSVP form: encourage people to help with food waste; remind those who rsvp to pick up their food (Binh to send email reminder the day before)
 - c. Grace thanks this committee for our work and will do everything to help with our funding increase request due primarily to COLA.
 - i. In-person quorum is necessary to guarantee quorum moving forward.
 - ii. Binh has reached out to members to request this transition starting with the March 5 meeting.
 - d. Esperanza: Faculty/staff might not take it very well if they come without any means (faculty and staff to support another argument for additional funding)
 - e. Binh reached out to Lucas Wang, the SJCC PD Coordinator, to see how SJCC is doing.
 - f. Adam: Educating the college campus on how much money we spend to providing lunch and funding budget requests; perhaps more money can be divested into providing more funding for conferences, while encouraging PDD attendees to bring their own lunch.
 - g. Jamisson: Fresh N Natural contract for catering; if we purchase food, they have first right (need to review the contract if staff are purchasing our own); if it's not on their menu, we can cater from outside.
 - h. Esperanza: If we go with outside catering, there's a new BBQ place nearby, who might give us a discount.
- 5. Action items
 - a. PD [Funding Request Form](#) and Budget: \$3550
 - b. Pending Requests and Approvals:
 - i. Bunthy Prum (tabled; Binh will follow up in an email about the website information missing)
 - ii. Leticia Burke: \$1200 full-timer; Esperanza 1st, Binh 2nd = approved
 - iii. Adam Greene (Concur and reapplication): Binh motion to approve, Esperanza seconded; approved
 - c. March PDD Planning:
 - i. Please vote on the [PDD Feedback Spring 2026 – Fill out form](#) (tabled)
- 6. Discussion items
 - a. [March PDD Web Agenda \(draft\)](#) online or in person without lunch? (tabled)
 - b. [Breakout Session Proposal Form](#) Requesting feedback from the PDC members
 - i. [March PDD Attendance Form](#) (need to modify the breakout sessions to match those that will be submitted later)

- c. The regional PD untethered event has been tabled as Binh still needs to bring it up to the Senate.
 - d. Whole-year plan: how are we doing so far?
 - i. Goal 1: Demonstrate a common understanding as to what our committee does for the funding requests
 - 1. [Committee Assessment Form](#), approved by the Senate
 - 2. In May, Binh will need to present these goals at the All-College Council
 - ii. Goal 2: Increase the number of workshops for classified members
 - 1. How might we do this?
 - e. Academic Senate leadership: reports and feedback (tabled)
 - i. Moving forward with March PDD being online (tabled: still need to hear back from the administration)
 - f. Still need to update PDC handbook (tabled)
7. Collaborating with SJCC about funding budget increases and untethered event
- a. <https://sjcc.edu/faculty-staff/committees/professional-development-committee/default.aspx>
 - i. Drafting email to Lucas Wang, SJCC PD Coordinator (tabled)
 - b. Reviewing data: alignment between staffing and increased COLA
 - i. (tabled)
 - c. Jory Segal's initial response to our request to fund the March PDD lunch: we need to ask in front of the executive board.
8. Announcements: Next PDC meeting is Thursday, March 5, 2026
- a. Meetings on the 1st and 3rd Thursday of the month
9. Recognition and Announcements: The deadline to submit the alternate plan for March PDD to the PIC is March 13, 2026: Binh will include this in the next campus-wide email
10. Adjournment: Vince moved, and Bob seconded, meeting adjourned at 4:30 pm.