



Minutes

Professional Development Committee

Date: Wednesday, January 20, 2021

Time: 3:00 pm – 4:30 pm

Location: <https://cccconfer.zoom.us/j/91647146224?pwd=aHloZ0dlMC9DakxyZ29qaWg5ZmlpQT09>

Attendees: Jessica Kawelmacher, Corey Marvin, Vonetta Mixson, Jan Moline, Rene Mora, Rebecca Pang, Sharlene Paxton, Frank Timpone

1. Call to Order

Meeting called to order at 3:03 pm by Sharlene Paxton

2. Changes/Additions to the Agenda

No changes/additions to the agenda

3. Approval of Minutes and Action Items

Minutes approved unanimously

Action items from November 18, 2020 were completed

4. Classified Report

- *Dr. Hancock joined the last classified PD sub-committee meeting and discussed his plans for a task force in response to the 2019 Climate Survey. Dr. Hancock suggested updating future survey questions to focus on skills and skill-sets while avoiding emotional questions. The group is utilizing a google doc to compile ideas focusing on low-cost or no-cost trainings for Classified PD day. A proposed training schedule will be presented at an upcoming Admin Cabinet meeting to solicit input. Management must be aware of the schedule and plan accordingly to avoid office closures. Corey inquired about District money allocated for classified PD. Jessica reached out to Mike Barrett, the funding is there, but trainings must align with the vision for success. Corey advised that equity and inclusion trainings directly align with vision for success.*

5. Faculty Report

- *Faculty Flex - Flex day was well attended. Adjuncts appreciated the event and many especially appreciated being able to attend via zoom. Adjuncts will be paid for time attended. The Faculty Flex committee will debrief feedback and begin planning the Fall 2021 Flex event. In review of flex attendance, about ninety percent of full-time faculty attended one event or the other. Most meetings were recorded and will be uploaded into the Canvas PD shell. Rene inquired if adjuncts will be compensated should they watch the recordings after the designated Flex day. Sharlene worries about the logistics of tracking that information. Corey explained if we stayed remote; it may become possible in the future (if we can track viewers and viewership hours). After the fact, he is hesitant to set such a precedent. Rene suggested a statement to clarify that the stipend be paid to adjuncts that attend in real-time, as we have no way to track views/hours of participation. Vonetta expressed her concerns about a recorded format because a live meeting provides the opportunity to connect with colleagues during in-person/live trainings.*



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- Corey shared kudos to Sharlene and the Faculty Flex Committee for their leadership in getting Faculty Flex done.

6. Management Report

- All managers in the district have been going through a four-part presentation by Dr. Lasana Hotep. Corey provided a brief overview of material managers are learning. Equity trainings align with threads listed in the Resource Request Analysis for 2019-2020. Rebecca Pang shared her appreciation for this training. The detailed and specific information gave her useful ideas for the Distance Education Equity Plan. Rebecca recommends the training series for faculty as well.
- **Resource Request Analysis 2021-22** - The RRA is due on February 15, 2021. In the past, Sylvia has pulled data and provided to the PDC. Corey will ask Natalie and/or Sylvia to provide the report. In the meantime, Corey requested the group think about possible threads for next year. For the most part, past threads have been themes spanning multiple-years; they have been multi-faceted complicated issues and will be a part of our way of doing business for quite a while. AUP data will be used as information and Corey will put the topic on the Admin Cabinet to solicit feedback.
- Corey explained what the Resource Request Analysis is. Planning documents list resources required in order to address the gaps and carry on the initiatives. Every planning document at the unit level, section level and division level has a section for departments to reflect on their PD needs. Those needs become as a basis for conversation about what college-wide threads are needed for the next year.
 - The PDC members agreed to meet on February 3, 2021 for a mid-cycle meeting to discuss the Resource Request Analysis in-depth. The February 17, 2020 meeting will be cancelled.

7. Review of Action Items

- Corey to get feedback from Admin Cabinet (Resource Analysis Request)
- Corey to obtain AUP Professional Development data and send to PDC members for review
- Sharlene to request input for future threads/themes from Faculty Flex Committee

8. Future Agenda Items

- Concept of convocation: college-wide meeting

9. Future Meeting Dates: ~~Wednesday, February 17, 2021 at 3:00 pm~~

February 17, 2021 meeting moved to Wednesday, February 3, 2021 at 3:00 pm

10. Adjournment

Meeting adjourned at 3:32 pm by Corey Marvin

Meeting Co-Chairs: Dr. Corey Marvin, Sharlene Paxton & Jessica Kawelmacher

Recorder: Lacey Navarro