



# Minutes

Professional Development Committee

Date: Wednesday, November 18, 2020

Time: 3:00 pm – 4:30 pm

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

Attendees: John Elder, Jessica Kawelmacher, Corey Marvin, Vonetta Mixson, Rene Mora, Sharlene Paxton, Frank Timpone

**1. Call to Order**

*Meeting called to order at 3:01 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*

**4. Classified Report**

- *PD Day – Classified Senate has met since our last meeting. Classified Senate PD Sub-committee suggested sending out the previous survey again next semester to compare results and identify urgent items to be addressed. The previous survey was extensive and the classified sub-committee would like the next survey to hit on the major topics. Jessica asked for an ideal time frame to ask IR to help with this survey. John suggested waiting until things calm down in the spring. We are in the planning phases of kicking off the Classified Flex Day. Emerging themes were identified and will be a focus in classified trainings. Examples: workplace well-being, equity-based/ally trainings, conflict resolution. Dr. Hancock was invited to the next PD sub-committee meeting to provide additional support for the Classified Flex Day. Jessica's group is collaborating with the Union to try to use Vision for Success funding allowed for PD. The biggest challenge is ensuring employees working on campus are included (M&O/CDC). Jessica thanked Sharlene for inviting her to the Faculty Flex meetings.*

**5. Faculty Report**

- *Spring Flex – Spring Flex is coming together! Sharlene has sent out two calls for presenters to faculty. Tomorrow is the last day to submit to be a presenter. Luke Wood will fill 3 hours and not many additional time slots are available. John shared that IR felt Spring Flex would be a great avenue share climate survey results. The Faculty Flex Committee will be focusing on wellness in the afternoon and high-impact teaching strategies. Gary Enns submitted a proposal to present on meditation and mindfulness; it was a popular topic in the past. Andrew Burch*



# Minutes

*presented a yoga contact in Bishop. Alec Griffin provided a contact to present on fermentation and gut health. Sharlene is inquiring with admin regarding funding to pay for these presenters. Resa is working with SISC to set up presentations for working from home, wellness and ergonomics. Dr. Hancock asked for thirty minutes at Spring Flex to address faculty. He would like to highlight State of the College Information that will be presented to the Board. Rene – if Dr. Hancock is going to address the faculty with his vision for the college, all levels of employees should be invited to attend. Sharlene shared that Flex is designed to be an inspiring day of sharing and learning.*

## 6. Management Report

- *Review Climate Survey Results (Professional Development Questions) – The group reviewed the PD questions and results and allowed time for discussion and comments between questions. John Elder shared that some minimal wording had changed from the prior survey. Sharlene would like to see historical data to see how perceptions have changed over time. The group noticed results for management differ from classified and faculty in regards to PD questions. Dialogue ensued between Sharlene and Jessica brainstorming why classified and faculty data yield such results. Jessica shared that the Classified Flex Day will offer repeat trainings in the morning and afternoons to allow offices to split up into groups to attend different sessions. The groups hopes this may address some of the gaps in this survey. John Elder reminded the group that the atmosphere around the college was tense around the time of the survey and that may have had an impact on the survey results. The Climate Survey is on a three-year schedule. Results are consistent among the three groups.*
- *Calendar Discussion – tabled to the next meeting*

## 7. Review of Action Items

- *Sharlene will email Corey for funding to pay for faculty flex presenters*
- *Sharlene to send Google Form for presenters*

## 8. Future Agenda Items

*Vonetta – The district EEO committee working on the district plan for Equal Employment Opportunities. A sub-committee is looking into having staff trained to have adequate representation in hiring committees. The sub-committee is reviewing flex/professional development language and coming up with ideas to incentivize the process. Can we have flex hours available as an incentive? Vonetta will bring the discussion back to the committee to make sure we are in line with the contract language. Sharlene to send Flex Guidelines to Vonetta. In order to meet flex requirements, it demands more time; it is not taking place of any of their instructional duties. If a training occurs during scheduled work hours, it will not go towards flex hours.*



# Minutes

9. **Future Meeting Dates:** Wednesday, December 16, 2020 at 3:00 pm  
**Discussion to change December**
10. **Adjournment**  
*Meeting adjourned at 3:54 pm by Sharlene Paxton*

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

Recorder: Lacey Navarro