



Minutes

Professional Development Committee

Date: Tuesday, March 14th, 2023

Time: 3:00

Location: Zoom

Attendance: Debilyn Kinzler, Rebecca Pang, Frank Timpone, Andrew Burch, Rene Mora, Corey Marvin, Kelly Potten

- 1. Call to Order-** *meeting called to order at 3:01 PM*
- 2. Changes/Additions to the Agenda-** *no changes or additions*
- 3. Approval of Minutes and Action Items-** *February 14th minutes approved, Corey still has it on his to do list to meet with Abe Ali*
- 4. AY 2023-24 Professional Development RRA- Initial Discussion and Planning-** *Andrew shared last year's RRA document and he and Corey gave an overview of how it is developed. The themes of Equity, Guided Pathways pillar IV and workplace well-being were the highlighted topics last year. A new theme for the RRA was discussed, the use of AI and websites such as ChatGPT. The removal of accessibility from the RRA and Flex was discussed. Rebecca mentioned that Z-degree has an accessibility component tied in. Andrew mentioned that the use of OERs goes hand in hand with accessibility. The discussion then moved to the theme of mental health and well-being and the potential for a flex or lunch and learn on the student app Timely Care. The RRA will focus on the themes of equity and cultural responsiveness, mental health sensitivity, and the change in online teaching to AI language models.*
- 5. 2023 PD Survey- Next Steps and Dissemination of Survey-** *Andrew shared the he and the IR department have made all the necessary tweaks to the PD survey and that he would like to see it moved forward for approval and disseminated this month. Corey will bring the survey to the President's cabinet for review.*



Agenda

6. **2023 Fall Flex Planning- Update and Budget-** *Andrew has been working on Fall Flex and shared the planned schedule. The schedule includes and IR presentation with Jaclyn Kessler, Admin hour with several department administrators, and a Cal STRS retirement and budgeting sessions. There will be a retirement session for all faculty as well as a breakout session specifically geared toward adjunct faculty. Andrew proposed a presentation on the Peralta Equity Rubric by Karen Oeh with experts, a potential cost of \$400. Andrew also proposed the return of keynote speaker Sharla Barry to speak on asynchronous and synchronous course tips. Sharla's fee is around \$7000-9000 and Andrew discussed the potential of looking outward for funding this cost. The total proposed budget for Fall Flex would be around \$ 1300.*
7. **Review of Action Items-** *Corey to take the survey to the next President's Cabinet meeting. Corey and Andrew to draft the RRA. Andrew to research Timely Care services for flex presentation.*
8. **Future Agenda Items**
9. **Future Meeting Dates**
 - 3:00pm – 4:30pm Tuesday, April 11th
 - 3:00pm – 4:30pm Tuesday, May 9th
10. **Adjournment: Meeting adjourned at 4:15 PM.**

Meeting Co- Chairs: Corey Marvin & Andrew Burch
Recorder: Kelly Potten