

Professional Learning Committee

October 8, 2019

3:30-4:30 pm

Room AC303

Present: Cara Kreit, Connie Siegenthaler, Gina Longo, Tonya Hersch, Tea Perales, Carol Hernandez, Shook Chung, Stacey Lince

Absent: Ron Owens, Connie Lehua,

- **Agenda** - Agenda approved for the current meeting with the additional of approving of a new member, student rep Malaika Smith
- **Minutes** - Minutes approved for 9/24/2019
- Classified Professional Learning Day is Oct 11. – Breakfast and Keynote – FH120 begin at 8:30 with registration. Maridel Barr, as the president of the Classified Senate, will give a short intro in the morning session.
- FH120 - begin at 8:30 with registration, committee members will show up by 8 or so to assist with registration and name tags. Connie will get the name tags and markers.
- Suzy will do breakfast of coffee, tea and sweet rolls and lunch buffet. Committee will look at some different options for food next time. General consensus was that Suzy is too expensive, especially for breakfast. Cara will introduce the students who will speak during lunch.
- Committee will send out a survey following CPLD to gather feedback on the workshops that were popular and the ones that were not, including a question about what people would like to see for the next CPLD.
- Update on FLEX hours completed VS FLEX obligation – role of PLC is to provide FLEX opportunities for faculty to be able to complete their FLEX requirement each year. ProLearning provides us with a tool to efficiently track FLEX hours and then inform the faculty of their progress toward meeting their obligation during the year. Exploring steps that can be taken if someone does not meet their FLEX requirement.
 - ACTION STEPS: Meg and Cara will bring a sample letter to the committee for review

Next PLC meeting is October 22, 2019