

*Professional Learning Committee (PLC)*

**Agenda**

**October 13, 2020**

**3:30-4:30 p.m.**

**Zoom**

TOPIC	DESCRIPTION	TIME	INFORMATION/ DISCUSSION/ ACTION
1. Agenda	Review/revise/approve agenda.	05 min.	Information/ Discussion/ Action
2. Minutes: 9/22/2020	Review/revise/approve minutes.		
3. Welcome new members	<ul style="list-style-type: none"> <li>• Introductions</li> <li>• Allyson Martinez and Hugo Guillen</li> <li>• SWOT Analysis of PL Program</li> <li>• Review employee Professional Learning needs in relation to Education Master Plan 2019-2025/Strategic Plan 2019-2022</li> </ul>	5 min	Information/ Discussion/ Action
4. Classified Funding Requests Approved		5 min	
5. SWOT Analysis of PL Program		15 min	
6. Review employee Professional Learning needs		35 min	
7. Adjourn			

**Charge**

The Professional Learning Committee (PLC) operates as a subcommittee of the Planning and Resource Allocation Committee. The PLC is responsible for overseeing professional learning planning, programs and evaluation in support of the College Mission, institutional plans and initiatives, accreditation and legal requirements. The committee will utilize the resources and expertise of the office of Planning, Research and Institutional Effectiveness, Human Resources, Campus Police and other departments as appropriate.

**Responsibilities**

- Develop a professional learning plan consistent with the College Mission, Educational Master Plan, other institutional plans, accreditation standards and legal requirements.
- Set directions and make recommendations for professional learning activities to meet the needs of College employees.
- Establish guidelines and procedures for professional learning activity proposals.
- Evaluate the effectiveness of professional learning and make recommendations for improvement.



- Establish appropriate timelines to complete tasks and make recommendations.