

College of Marin
Professional Learning Committee Meeting Minutes
Tuesday, March 22, 2022
3:30 – 4:30 pm

Present: Beth Patel, Allyson Martinez, Tonya Hersch, Sally Wong, Shook Chung, Stacey Lince, Cara Kreit

Absent: Emilia Rivers, Cari Torres-Benavides, Tea Perales, Connie Lehua, Danila Musante, Carol Hernandez, Gina Longo, Kahea Jackson

Participants attended via Zoom from their campus offices or home.

- **Agenda** – Approved
- **Minutes** – Not available. Will review/approve on April 12 meeting.

Welcome

Cara is joining the PLC as a new faculty representative.

Annual PL Survey

We reviewed questions from the annual PL review to decide if we wanted to add or change any questions. In general, we were satisfied with the questions and will leave as is. We will send this out by the end of April and use the results to plan Classified activities in the summer.

Classified PL Activities

We reviewed offerings from the [Anthem EAP Training and wellness seminars catalog](#). We were interested in sessions which dealt with conflict resolution, communication, and dealing with stress. After reviewing suggestions and following up with Maridel/Classified Senate, Beth asked Ron Owen to arrange these sessions during COMMunity Hour:

- **Wednesday, April 20 - Dynamics of change management**

Change is stressful. Learning how to manage and cope with change is vital to your well-being in this ever-changing world. Even if the stress of change is unavoidable, you can learn how to deal effectively with change in the workplace and in your personal life. Discover strategies and tactics that can help you cope with change and take charge of what can be controlled

- **Wednesday, April 27 - Maintaining civility in the workplace**

Understand how negative, disrespectful behavior can affect the work environment. Discuss the responsibility of all employees and managers/supervisors to discourage and report such behavior.

- **Wednesday, May 4 - Increasing mental toughness**

Challenging times can be an opportunity to increase our mental toughness — a positive way to look at negative events. We will discuss what it means to be mentally tough, and dive into the topic of grit.

- **Wednesday, May 11 - Fostering inclusion in the workplace**

Inclusive work environments are productive environments! This seminar discusses how employees and managers can create an inclusive workplace. Participants will learn to identify activities, attitudes, and assumptions that exclude co-workers. Explore how to include others in ways that not only enrich the workplace, but personal lives as well.

Employee Appreciation Lunch – Wednesday, May 25

Working group meeting on March 29. This will include Beth, Shook, Allyson, Stacey, and invitations to Maridel Barr, Meg Pasquel, and Shawna Callahan.

Flex and Fall Convocation - Flex week, Aug. 15-19, Convocation, Aug. 17

We are proposing a Flex schedule that includes a combination of in-person and Zoom activities to maximize participation.

Convocation – Use plans that we had for spring with convocation and a campus-wide lunch and activities at IVC. Rather than having an outside speaker, we propose having a panel made up of students and employees moderated by Dr. Coon. The concept needs to be refined but initial questions include:

- How have people been impacted by the turmoil of the past two years?
- What lessons can we take from the pandemic moving forward?
- What vision do we have for the campus? (Review info from the earlier visioning sessions with Cara and Jon.)
- What kind of community do we have/want to have at COM?
- Why do we do what we do?
- How can we continue to create a culture of care and belonging?
- What does it mean to be reconnected?
- What do students and employees need moving forward?
- What successes can we celebrate?

Convocation Day - Proposed schedule:

8:30-9 - Coffee/breakfast/mingling, Health and Wellness Fair teasers-handouts, COM bingo cards, Campus Map with Tour & Activities

9-11- Convocation/keynote speaker - Jonas Center

10-11 – Vendors Arrive/Set-up

11-12:30 – Health and Wellness Fair in front of Jonas Center (parking lot)

11-11:45 – Campus Tours, Farm Activities - Campus tours (Pomo, Miwok Center, Organic Farm and Garden, Cooking Demo at Farm)

11:45-12:45 - Lunch served for all employees - Jonas Center

1 - staff return to offices

1-3 department meetings - various locations at IVC

3:15-4:15 - UPM meeting in Jonas Center

4:15 - Happy Hour at Jonas Center - sponsored by Dr. Coon and UPM - Include faculty and IVC staff.

Beth sent this proposal to Dr. Coon, Cari, Patrick Kelly, Ron Owen/Wellness Committee, and it was well received. Ron will confirm with Nikki and the Wellness committee.

- Adjourn