

Professional Learning Committee

January 24, 2023

3:30-4:30 p.m.

AC 303 and Zoom

Present: Cara Kreit, Mary Kesler, Stacey Lince, Tonya Hersch, Carol Hernandez, Tea Perales, Danila Musante, Patricia France, Sally Wong, Allyson Martinez, Shook Chung,

Absent: Connie Lehua, Cari Torres-Benavides

- **Agenda** - Agenda approved
- **Minutes** – Minutes for 12/23/22 approved with correction of “pp and the footer date”
- **Meeting Goals:**
 - Identify key takeaways from January Flex Week
 - Draft session content / structure for Classified PL Day
- **Committee Updates:**
 - None today
- **Requests for Classified Funds:** Irmgard Witte request – approved pending confirmation that she is a Classified Professional
- **Debrief Flex Week January**
 - Review and discussion of Flex Week
 - Wins and Challenges:
 - Convocation speaker was great. Staff really enjoyed Dr. Noguera and commented they felt he was one of the best speakers COM has had.
 - Question whether speaker was recorded. Suggestion to have a standard on whether to regularly record Convocation Keynote Speakers.
 - Comment that more time was needed between presenting sessions.
 - All hybrid sessions were in one room – feedback that it went smoothly. Perhaps need more tech assistance besides Andy.
 - Yashica’s session (COM Post-bacc Student): good feedback & good turnout
 - In-person sessions had fewer people.
 - Friday afternoon Zoom sessions were well attended
 - It was noticed that STEM faculty attended the STEM presenter session
 - Ensure that the descriptive language for Convocation and particularly Convocation “homework” is welcoming to all, not just faculty.
 - Disappointing that the Land Acknowledgement was not completed. More progress is needed and there is a need to move forward. Agreement to invite Dr. Coon to come to a future PLC meeting.
 - Next steps:

- Follow up to determine if recording was/would be done in future for Convocation
- Check in with hybrid presenters to get feedback and consider additional support for tech next Flex Week

- **Classified PL Day – Wednesday, March 22, 2023:** Discussion about topics for learning:
 - Theme: *Strengthening Connections and Integrating Equitable Practices* (same as Flex)
 - Review of themes for sessions
 - A few PLC members met with 3CSN Betina and Rebecca: Professional Learning specific to Classified Professionals to discuss Keynote topics. They have approval to travel to COM as Keynote Speakers.
 - Next steps: identify the sessions, event schedule and locations for CPL Day
 - Review of last CPL schedule planned in 2020 that never happened
 - Event will happen on Kentfield Campus- where to hold the event?
 - Theater (might feel too empty with only ~150 people)
 - AC 255 (how many can it hold without tables? With Chairs only? and using outside area as well)
 - Cafeteria (appropriate for feeding people, but perhaps not for sessions)
 - Regarding COM cafeteria catering: Confirm that Suzy is available during Spring Break week. Be sure to have enough food.
 - Discussed Schedule for the day
 - Discussed Session ideas:
 - Suggestion to have a class about COM procedures and processes and also the human connection with your peers. Another suggestion -- Session about how non-student facing staff can help students – how to apply for classes? Where to go? Or are these similar?
 - Have a Classified Professional lead a session as peer to peer groups, particular related to tech. Facilitator could come up with a list of topics. There needs to be structure. Who? And What? Need to keep developing
 - Pathways: general overview of opportunities at COM – maybe a panel of different people at COM. University of Redlands has partnerships with COM.
 - Interviewing practice? Or in addition to the pathways panel? Put together with pathways so no one feels singled out.
 - 1619 Project could be part of this, particularly b/c these days should be similar to Flex Week offerings
 - Presenters – there is not usually a request for proposals for Classified PL, but maybe there should be, going forward.
 - Discussed getting more feedback from Classified Professionals for what they want to learn before the next event

Discuss making PLC meeting longer in the future? Put on an upcoming agenda.

Adjourn

Next PLC meeting is scheduled for February 14, 2023.