

Professional Learning Committee

October 24, 2023

3:30-4:30 pm

Zoom

Present: Cara Kreit, Teresa Perales, Stacey Lince, Mary Kesler, Sally Wong, Allyson Martinez, Tonya Hersch, Carol Hernandez, Danila Musante, Tshiamo (Te-Amo) Tshabalala, Patricia France

Absent: Cari Torres-Benavides, Connie Lehua, Shook Chung

- **Agenda** - Agenda approved
- **Minutes** - Minutes approved for 9/19/23
- **Classified PL funding:** no requests today
- **Updates:**
 - QT Pie Cafe on Wednesday
 - API Potluck – AC 303
 - CA Community Colleges Classified Senate (4CS) Northern Gathering of the Senates – Nov. 9
 - Emory Douglas event on Thursday 5-8pm, gallery and theater
 - **Teaching and Learning Center (TLC) meeting tomorrow**
 - Last meeting discussed where the TLC will live institutionally
 - Next task force meeting will look at models for providing services at the TLC
 - Articles shared
 - Classified Professional Learning Program Coordinator position has been posted, deadline to apply is early November
 - **Professional Learning requests:**
 - DEC: Request for an AI focused session during Flex Week
 - IDEA committee: how to communicate respectfully through emails
- **Classified Professional Learning Day debrief**
 - Icebreaker activity received great feedback
 - Requests for Gluten-free food
 - Great feedback about many of the sessions
 - Discussion about the communication to Classified about release time for the event.
 - More and earlier communication is needed about release time and end of the day instructions
 - More time for departments to plan ahead so that there is less last-minute confusion, including with faculty around midterms and close of testing/tutoring centers etc.

- Suggestion that Fall is a more difficult time for Kentfield staff to attend at IVC – and a caveat that events at IVC are more difficult for Kentfield employees in general
- March 20 CPL day is scheduled at Kentfield
- **Looking ahead:**
 - January Flex Week: January 16-19
 - Convocation will be Wednesday, Jan. 17
 - Jonathan Eldridge has some ideas he would like to share re: Convocation, he will share an update
 - Will the Wellness Fair happen on Convocation day? January outdoor fair could have inclement weather
 - Speak to Jonathan since Convocation Day may be completely different
 - Recommendation to have Convocation at IVC in January, Kentfield in August
 - Suggestions for sessions:
 - What is Your Why, Health and Wellness sessions for faculty.
 - Rejuvenation of Purpose
 - How do we support each other?
 - Increasing participation
 - Suggestion to require a certain number of hours during Flex Week – that did not get supported by faculty leadership (priority was being able to do Flex hours independently)
 - Need more communication and how it's presented to/by Administration, Department Chairs
 - Cara will present at Department Chairs, November meeting – call out for Flex Ideas and proposals
 - Faculty follow recommendations of managers
 - Marketing strategies:
 - Market as new ways to prepare for the semester ahead
 - Collaboration and community
 - Reminder that the people planning the sessions are taking a lot of time to plan – support your community by attending
 - Embed the Why in the marketing of Flex Week
 - Propose Flex Week as a free conference or learning opportunity rather than an obligation
 - Remind faculty: you're not teaching this week, take the time to connect with community/learn something new
 - Send a Save the date on the Flex proposal due date, give more advance notice
 - Ask: What do you want from YOUR Flex week?
 - Theme discussion: What is Your Why (Linked to serving students which is equity), Finding your purpose, realigning our focus, why are you working at this diverse community college

- Considering the Caring Campus Initiative – it is a whole campus program
- PL Funding Request cap
 - Agreement to pursue raising the funding cap
- Next meeting is 11/14/23
- Meeting adjourned