

Professional Learning Committee

March 26, 2024

3:30-4:30 pm

AC 303 and Zoom

Present: Cara Kreit, Mary Kesler, Allyson Martinez, Sally Wong, Tonya Hersch, Shook Chung, Teresa Perales, Danila Musante

Absent: Connie Lehua, Cari Torres-Benavides, Carol Hernandez, Patricia France, Stacey Lince, Tshiamo (Te-Amo) Tshabalala

- **Agenda** - Agenda tentatively approved
- **Minutes** – 2/27/24 Minutes approved, 3/12/24 Minutes approved
- **Committee Updates / Appreciative Inquiry**
 - New Classified PL Coordinator begins April 15 (Alyssa Humphreys)
 - Asian Pacific Americans in Higher Education Conference in Oakland- 4/3/24
 - AAPI NHPI Higher Education Leadership Conference at UC Berkeley-4/2/24
- **Funding Requests** – Andrea Hunter – approved with a requirement that a note would be sent to both her and her supervisor that PLC would not approve a request in the future if it came in after the deadline.
- **Updates on professional learning:**
 - Caring Campus – District support but no update on Chancellor’s Office funding availability yet
 - Culturally Responsive Teaching Program- update next meeting
 - FDIP – next time
 - PLC Task Force –
 - Recommendations give to the President; his request was to flesh out what the roles would be first and more of the organizational structure. Needs more representation from STEM faculty and all faculty buy-in.
 - Opening date is now stated as spring 2026
 - Online Teaching and Learning – next time

Classified Professional Learning Day

- Reflection and Debrief
 - Review of feedback
 - Wins and notes for next time (Fall?)
 - Good comments about the variety of sessions
 - IT Tech session was well-attended

- Student Panel was great
- Gluten free variety but a lot of carbs (sandwiches)
- Opening Session and Icebreaker with Mentimeter was fun
- Spanish translator was present but not utilized. Possibly due to lower turnout
- Not consistent messaging that this is a mandatory day for Classified. Stronger language next time.
- M&O employees were given the choice to come or to do their work instead.
- Recommendation: Provide compliance / trades / mandatory trainings, particularly for M&O trades requirements, to increase M&O attendance/interest.
 - Date recommendations for upcoming Classified PL Days:
 - Fridays at Kentfield, but not during Spring Break
 - Wednesdays in the fall, just not during mid-term or after. Consider Sept instead of Oct

Early Planning:

- Employee Appreciation Lunch in May 22 at noon
 - PL Recognition Focus
 - Recognizing presenters
 - What inspired you w/ PL?
 - Theme: Same as CPL Day, Flex Week too? Or more like appreciation, celebration (accreditation, etc – lots to celebrate)
 - PL Survey:
 - Traditional spring PL Survey is not super useful and poorly timed.
 - Suggestion: Embed PL survey gathering into post- PL events when folks are already thinking about PL.
 - Perhaps do feedback after Flex Week or add question to the end of ProLearning session evaluation
 - New Classified PL coordinator may collect info in focus groups, etc. and we also just surveyed / asked for input at end of Classified PL Day in March.
 - August Flex Week
 - Flex Proposals go out in April
 - Flex theme
- Next meeting is 4/9/24
 - Meeting adjourned

