

**Professional Learning Committee Meeting**

**February 25, 2025**

**3:30 - 4:30 pm**

**AC 303 and Zoom**

**Present:** Allyson Martinez, Stacey Lince, Mary Kesler, Alyssa Graff, Shawna Callahan, Sally Wong, Nikki Harris, Holley Shafer, Teresa Perales, Danila Musante

**Absent:** Patricia France, Cari Torres-Benavides, Lauren Servais, Cara Kreit

**Agenda** - Agenda approved

**Minutes** – 2/11/25 minutes approved

**Funding Requests: APAHE conference:** Sally Wong, Ellen Shaw, Gina Longo, Jackie Cao, Wendy Lee – all approved

**Appreciative Inquiry and Committee Updates on Professional Learning**

- Acknowledgement and comments about Shook Chung's passing

**Classified Professional Learning Day: Thursday, March 20 at Kentfield**

- Theme: Better Together: Amplifying our Collective Strengths
  - Recap of CPL Day sessions and schedule
  - Professional Development fair recap
    - Caring Campus will be sponsoring the Community Building portion of the CPL Day after-lunch activities
  - Suggestions to acknowledge and highlight Shook Chung
    - Cara and Sally from PLC could say a few words
    - Someone who knows her can tell a story, have her designs on the tables
    - She loved nature: plant a tree or have other nature references
    - Temporary memory tree with notes to Shook's family
    - Slide show during breakfast
    - Shook's playlist and slides of her art
    - Shook loved CPL Day – encourage people to recognize each other in her honor
    - Separate table with Kudo Board for Shook
  - End of the day reconvening:
    - Bring the stamp card from PD Fair back for swag
    - Clarify the timing and whether it is optional or not
    - Change the name: Social hour, Coffee hour
    - Put out QR code for evaluation
    - Serve iced tea, lemonade, coffee
    - Consider location of AC Quad or AC 255 instead of cafeteria

**Classified Leadership Development Program:**

- 3-day institute
- ~10-person limit in participation
- Discussion of application criteria and how to narrow down who will be accepted
  - Current application questions for applicants
    - What are your career goals (it's OK if you don't know)
    - Do you have any career goals?
    - Do you have career goals for the future?
    - What are your end goals for your career?
    - Make questions less intimidating to allow for more inclusiveness
  - Eligibility requirements: manager must sign off, be at COM for 1 year
  - Lottery or first-come, first-served
  - Small committee that reviews the application
  - Lottery (inclusive and fair)
    - Choose 10 applicants
    - Give extra applicants a number on a waitlist, if a space opens up, next on the list is accepted
  - Answers to questions can be informational, not judged

**Professional Learning Website/Center updates – did not have time to discuss**

- Next meeting is Tuesday, March 11, 2025
- Meeting adjourned