

**Professional Learning Committee Meeting**

**March 11, 2025**

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

**AC 303 and Zoom**

**Present:** Cara Kreit, Allyson Martinez, Stacey Lince, Mary Kesler, Alyssa Graff, Holley Shafer, Danila Musante, Teresa Perales

**Absent:** Cari Torres-Benavides, Lauren Servais, Sally Wong, Nikki Harris, Shawna Callahan

**Agenda** - Agenda approved

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

**Funding Requests:** Oksana Pensabene (need more information about subscriptions and memberships)

Mark Zerrudo, Grace Yuan; Kathleen Antokhin – all approved

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

- Ada Limon visit on Thursday
- LIFT Webinar on Friday – Navigating Office Politics
- LGBTQ+ – Trans Day of Visibility

Cara Kreit will not be reapplying for the Faculty Flex Coordinator position

- New faculty member will be sought for the position
- Flex Week preparation will be done by June

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

- Social Hour baked goods
  - Volunteers to bring goodies:
    - Cara & Mary
    - Stacey Lince
    - Allyson Martinez will bring something
  - Consider raising the budget for next year: rising costs of food
- Shook's honor piece
  - Sally & Cara will say a few words at the start of the day
  - Marketing will provide Shook's design to place on tables
  - Classified Senate will be collecting notes for Shook's family throughout the day
  - Shook's music playlist

**Upcoming Event Dates/Location**

- Employee Appreciation – Wed. May 21<sup>st</sup> in the Performing Arts Plaza
  - HR department usually does awards and tabling
  - PLC recommends to keep date as above
  - Dee's Catering recommended with consideration of other menu items besides sandwiches
  - Kudo board to appreciate each other
- Flex Week: Convocation on Thursday in August

**Classified Leadership Development Program**

- Quick update on application
  - Eligibility Requirements: 1 year with college, good standing, signed off by manager
  - Lottery system will be used
  - Multiple staff from the same department: lottery from that department
  - Alyssa presented this to the managers
  - 3-days: June 3-5
    - Then attendees will meet once a month with their mentor
    - 8-10 attendees
    - Emails advertising it will go out soon
    - Mentors will be managers at COM

**Professional Learning Website/Center updates: No time**

**Parking Lot: Agenda items for spring**

- Update on Classified Travel Fund limit increase
- Voting members – how to rotate CPs into voting members from resource positions on committee
- Recruiting faculty to PLC (all current faculty are cycling off)

Next meeting is Tuesday, March 25, 2025

Meeting adjourned