

## **Professional Learning Committee (PLC)**

### **MEETING MINUTES**

**March 25, 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, Nikki Harris, Teresa Perales, Shawna Callahan, Sally Wong

**Absent:** Cari Torres-Benavides, Lauren Servais

**Agenda** - Agenda approved

**Minutes** – 3/11/25 minutes approved

#### **Appreciative Inquiry and Announcements**

- Application has gone out for the Classified Leadership Dev. Program
- Alyssa will attend various department meetings to promote the Leadership Program
- Sally Wong and Lauren Amundson will be attending CLI in June and will be presenting

**Funding Requests:** Mici Benet, Marixa Barnett, Rion Smith, Stacey Lince, Diamond Alexander – all approved

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

- Wrap up and debrief
  - Reviews of catering food were OK, some positive, some negative. But logistics had some issues:
    - Late setup
    - Not enough plates
    - Did not bring the allergen labels
  - Next time: Confirm program with presenters before publishing the program
  - Program sessions and Keynote Speaker had great feedback

#### **Upcoming Event Planning**

- Employee Appreciation – Wed. May 21<sup>st</sup> in the Performing Arts Plaza
  - PLC & HR plan this event together with Lindsay in Facilities
  - HR recognizes milestones and retirements
  - Appreciating and acknowledging each other
  - Food should be elevated – a little nicer for employee appreciation
    - Nice presentation of food
    - Nikki -- suggests using another caterer

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- Let's explore other options for food – Cara will check in with Lindsay about other full-service caterers
- Theme discussion: Better Together: The Power of Thank You, a Celebration of Gratitude
  - Discussion will continue at the next meeting

### **Professional Learning Website/Center updates**

- Discussion of the layout of the website:
  - Discussion of 3 pathways: Equity, Career Advancement, Tech/Innovation Skills
  - Calendar of upcoming events will be included
  - Review of website from Santa Monica for ideas
  - Learning themes from prior Professional Learning Plan: Equity and Inclusion, Teaching, Student Success, Technology, Institutional Effectiveness & Employee Excellence
  - Suggestion to have Classified and Faculty with separate paths
  - Career Exploration instead of Advancement?
  - Draft Professional Learning Pathways for the website:
    - Equity & Inclusion
    - Student Support
    - Teaching and Learning
    - Technology and Innovation
    - Career Exploration
    - Wellness and Community Building
    - Sustainability / Climate Action
- Flex Week – Aug. 11-15: Convocation on Thursday August 14

Next meeting is Tuesday, April 8, 2025

Meeting adjourned