

Professional Learning Committee (PLC)

MEETING MINUTES

November 18, 2025

3:30 - 4:30 pm

AC 303 & Zoom

Present: Steve Carrera, Alyssa Graff, Stacey Lince, Holley Shafer, Tessa Kaplan, Nico Chen

Absent: Cari Torres-Benavides, Liz Boner, Mary Kesler, Lauren Servais, Teresa Perales, Allyson Martinez, Shawna Callahan, Nikki Harris

Agenda - Agenda approved

Minutes – 11/18/25 minutes approved

Funding Request: none today

Update on Faculty Flex Hours: Part-time Faculty must complete their semester Flex Hours obligation by December 19. Reminder emails have been sent.

2026 Spring Flex Week Planning

Flex Week theme: discussed and requested feedback on aligning the Centennial theme with Spring Convocation – agreed to continue with Centennial theme

Proposal Review Process: Review proposals for clarity and alignment.

- "Think Pink PlayforKay" session should be updated to include "all employees," not just faculty.
- Proposals must align with Plan 2030 goals. Presenters will be directed to collaborate with relevant committees to ensure coordinated efforts.
- The "Climate Change Solutions" proposal must connect with the Environmental Action Committee and the Plan 2030 sustainability curriculum steward (Jeffrey Reeder).
- AI Sessions: Stacey Lince will submit at least two AI-focused sessions for Flex Week. The Dec 5 deadline will be extended to allow for AI Collective approval.
- Accessibility Sessions: These will be repeated during COM hour and Flex Week. Recordings are not available due to low quality, but external resources can be provided.

PLC Open House & Launch Strategy

- An open house for the new Professional Learning Center (PLC) will be held during Flex Week on Thursday, immediately following convocation.
- "Invitation" Framing: Position the event as an exclusive invitation to foster a sense of value and ownership.

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- "Soft Launch" Session: Host the "Become a Pro with Pro Learning" session in the PLC workshop room to demonstrate the space's function.
- Interactive Walls: Use brainstorming walls to gather employee input on programming, using prompts like:
 - "What do you want to teach in your center?"
 - "What do you want to learn in your center?"
- Food: Offer upscale snacks (e.g., charcuterie, pastries) to align with the "invitation" theme. Pink Owl Cafe will be approached for catering, as they are a known collaborator.
- Staffing: PLC members will be present to welcome attendees and answer questions.

Professional Learning Plan Revision

- Goal: Revise the "Professional Growth and Career Growth" goal to better reflect diverse employee needs.
 - Shift from "advancement" to creating "pathways to thrive" in future opportunities (lateral, upward, or skill-based).
 - Change "fund group participation" to "support group participation" to include non-financial resources like awareness and networking.
 - Add "professional portfolio" as a method for employees to document and celebrate their learning achievements.

Next meeting is December 9, 2025

Meeting adjourned