

## Professional Learning Committee (PLC)

### MEETING MINUTES

February 24, 2026

3:30 - 4:30 pm

CSS 102 & Zoom

**Present:** Steve Carrera, Alyssa Graff, Holley Shafer, Nikki Harris, Tessa Kaplan, Mary Kesler, Stacey Lince, Arthur Hu, Allyson Martinez, Teresa Perales, Shawna Callahan, Lauren Servais

**Absent:** Cari Torres-Benavides, Liz Boner, Nico Chen

**Agenda** - Agenda approved

**Minutes** – 2/10/26 minutes approved

**Funding Request:** none today

### Equity & Mental Health Symposium - Update by Yashica Crawford

- Event Details: The 4th annual symposium is April 29–30 at the Jonas Center, IVC.
- Goal: Exceed last year's ~500 attendees, focusing on increasing participation from College of Marin employees.
- Speakers: Dr. Kevin Coakley (U of Michigan) returns; new sessions on Indigenous wellness and using nature for stress relief are planned.
- PLC Promotion Strategy:
  - Flex Credit: List the event in ProLearning to advertise the event and enable faculty to earn flex credit.
  - Student Engagement: Encourage faculty to offer extra credit or treat attendance as a field trip.
  - Internal Promotion: Use posters, all-campus emails, and a shout-out at CPL Day.

### Classified Professional Learning Day (CPL Day)

- Schedule Finalized:
  - Morning: Welcome, Pro-Learning update, Jeopardy (Caring Campus/Classified Senate), Stormy Miller keynote ("Care as our Compass").
  - Sessions: AI Essentials, Supporting Undocumented Students, Safety Advantage.
  - Afternoon: Microsoft Teams/OneDrive/SharePoint, "Elevate Yourself", Demystifying Student Accessibility Services.
- Community Engagement Activity (after lunch) Speed Networking Activity:
  - Format: "Musical chairs" style, with 2-minute conversations using prompts.
  - Incentive: A raffle entry for participants who complete a card with names and a commonality found with each person.
- Catering: The menu is confirmed. A request was sent to reduce the caterer's hours (ending at 1:30 PM) to potentially lower costs.

## Professional Learning Committee (PLC)

- CPL Day Design Feedback:
  - Decision: PLC approves of the colors in the first design, but would like to see other graphic choices
  - Rationale: The graphics are not inclusive and feel overly corporate, failing to represent the diverse staff and the "Skills That Empower, Connections That Sustain" theme.
  - Action: Alyssa will provide the agency with more context and the full program to guide new designs.

### Classified Leadership Program

- Pilot Year Review:
  - The pilot cohort of 10 classified professionals will present their final project proposals to cabinet in ~2 months.
  - Key Learning: Participants needed more foundational knowledge in strategic planning and college resources (e.g., data, budget) to succeed with their projects.
- Refinements for Next Cohort:
  - Curriculum: The initial 3-day workshop will focus on foundational skills (strategic planning, data, budget) to better prepare participants for their projects.
  - Project Work: The cohort will be split into two smaller groups to improve focus and momentum.
  - Mentorship: Participants will be asked for mentor preferences upfront to improve relationship quality.
  - Move Career Advancement discussions to the end of the program

### Next Meeting

PLC Committee:

- Brainstorm budget priorities and suggestions for the Professional Learning Center (e.g., speakers, certifications).

Next meeting is Tuesday, March 10, 2026

Meeting adjourned