MARIN
COLLEGE OF MARIN

Professional Learning Committee (PLC)

MEETING MINUTES

October 27, 2026 | 3:00 - 4:00 pm

CSS 103 & Zoom

Present: Steve Carrera, Alyssa Graff, Mary Kesler, Stacey Winkler, Allyson Martinez, Nico Chen, Nikki Harris, Ephantus Mogere, Stephanie Canon, Holley Shafer, Tessa Kaplan

Absent: Teresa Perales, Cari Torres-Benavides,

Agenda **-** Agenda approved

Minutes **–** 9/22/26 approved

Professional Learning announcements

- None today

Classified Travel/Conference Funding Requests:

- Lupita Mercado – approved $500

Classified Professional Learning Day Debrief

- Power Outage: A 1.5-hour campus-wide outage unexpectedly fostered community as attendees engaged without phones.
- Classified Leadership Panel: The panel was highly praised for its inspiring, direct-from-colleagues perspective.
- 30-Minute CTE Sessions:
  - Feedback: A successful format, but some attendees requested longer sessions.
  - Next Steps: Replicate the model in other departments (e.g., Art, Chemistry) to highlight campus programs.
- Catering: The new caterer was well-received, but the serving area became crowded. More lines are needed to reduce waiting time.

Spring Flex Week Planning

- Too many sessions (39 proposals last year) cause conflicts and dilute attendance.
  - Limit Sessions: Reduce the number of accepted sessions to ~16.
  - Rationale: This number allows for some competition while ensuring a robust schedule, accounting for potential presenter cancellations.
- Challenge with Dual-Delivery
  - Sessions will be either fully in-person or fully Zoom.

- Rationale: Dual-delivery is ineffective due to poor room tech and low in-person attendance, creating an awkward experience for presenters.
- Select sessions with experienced presenters may be designated as Dual Delivery using AC 245

- Designate Modality by Day:
  - Friday: Fully Zoom (due to low on-campus presence).
  - Fully in-person designated day(s) (e.g., Wednesday): for hands-on, collaborative work.
- New Session Format suggestion:
  - A learning session followed by a dedicated work session (e.g., applying accessibility principles to a syllabus).
    - Provides practical application, ensures outcomes, and gives attendees a tangible deliverable.
- Use "Tracks": Group competing sessions by audience (e.g., faculty vs. staff) or topic.
- Prioritize Compliance: Schedule mandatory compliance training (e.g., from HR/Risk Management) without conflicts.

Convocation Speaker Search (Jan 14)

- Goal: Find an inspiring speaker to explain the practical "what" of accessibility, moving beyond compliance regulations.
- Candidate 1 (Mikey Rowe): Inspiring, but not the right fit for the practical focus needed.
- Candidate 2 (Miramar College Faculty): A strong lead who presented at a recent conference.
  - Effectively explained UDL with practical examples (e.g., captions for bus commuters, color-blind-friendly visuals).
  - A meeting is being scheduled.
  - Combine the keynote with an internal simulation (e.g., screen reader demo) to set the stage.

PLDC

- PLDC Funding: The $20k fund will support initiatives like a PD Fellowship
- Faculty compensation issues with the union prevent moving forward with using funds for compensating COM faculty presenters

Professional Learning Internal Website:

- A new Professional Learning SharePoint site is being built to house all internal PD resources (forms, guides).
- Rationale: The public website is for external audiences; this creates a dedicated, accessible internal hub.
- Transition Plan: Old pages will redirect to the new SharePoint site for a grace period.

Next Steps

- Steve: Present Flex Week proposals (session limits, modality, tracks) to Academic Senate on Thursday.

- Steve & Alyssa: Finalize Flex Week proposal categories via email before the Nov 10 meeting to meet the timeline for the initial "call for ideas."
- Alyssa: Schedule a meeting with the Miramar College faculty candidate for the Convocation keynote.
- Alyssa: Consult Gail about additional accessibility speaker recommendations.

Meeting adjourned

Next meeting: Tues. November 10