

Professional Learning Committee (PLC)

Agenda

**February 11, 2020
3:30-4:30 p.m.
Academic Center 303**

TOPIC	DESCRIPTION	TIME	INFORMATION/ DISCUSSION/ ACTION
1. Agenda	Review/revise/approve agenda.	05 min.	Information/ Discussion/ Action
2. Minutes: 1/28/20	Review/revise/approve minutes.		
3. Continue Classified PL Day Planning	-Theme: Caring for the COM Community - Keynote speaker potentials -Structure of the day and content -Budget update for catering -Potential sessions: <ul style="list-style-type: none"> ○ Supporting Students on the Autism Spectrum (Stormy) ○ Building healthy office community (Wellness Committee): <ul style="list-style-type: none"> ○ Movement during the day / exercise at your desk / healthy eating ○ Walking group / nature walk (Scott) ○ Microsoft Outlook and Building Community (Stacey) ○ Accessible Docs (Stacey) ○ All student learning and student services staff meeting (Jonathan) ○ First Aid / CPR? (Chief Marozick) ○ Emergency Management on Campus (Chief Marozick) 	40 min	Information/ Discussion/ Action
4.Kognito	-Placement on website	5 min	
5. Evals of Flex sessions	-Senate request is to remove mandatory evals from ProLearning sessions to improve access	10 min.	Information/ Discussion/ Action

Materials for Agenda Item #5:

Current evaluation form in ProLearning (required):

Workshop Evaluation

Please complete the evaluation for the workshop you recently completed.

1) This workshop met my professional development needs/goals.

Strongly Disagree Disagree Neutral Agree Strongly Agree

Optional comments:

2) This workshop gave me information, strategies, or tools to use in my job.

Strongly Disagree Disagree Neutral Agree Strongly Agree

Optional Comments:

3) I would recommend this workshop to others.

Strongly Disagree Disagree Neutral Agree Strongly Agree

Optional Comments:

4) Do you have any additional feedback about this workshop? For example, what did you like best about it or how could it be improved?

State Recommendations:

10. EVALUATION

A comprehensive evaluation of flexible calendar program activities should occur (title 5, section 55730(d)) on a consistent basis as determined through shared governance mechanisms. A comprehensive evaluation process incorporates four different levels, ranging from basic to advanced. The following chart lists the four levels, type of evaluation, and a description of each level.

Type	Description
Reaction	Determines what participants think about the program or activity.
Achievement	Measures participants' achievement. Determines whether facts, skills or knowledge were attained.
Behavior	Determines if participants have modified their on-the-job behavior and are using the information obtained through the program or activities.
Impact	Measures whether training has had a positive impact on the organization including student outcomes, improved morale, etc.

Each college should determine, through its own collegial processes, its own configuration of individuals responsible for conducting the evaluation of flexible calendar program activities.