

Professional Learning Committee

NOTES

September 28, 2023

2:00pm-4:00pm ([Zoom Link](#)) Meeting ID: 993 4933 4242

Passcode: 019275

Members: Dani Wilson, (1 unfilled manager seat), Cynthia Guardado, David Jacobsen, Jessica Langlois, Miguel Powers, Martha Roberts, Naveen Kanal, Amber Tsung Ju Kuo, Chynna Barnett, Heather Treminio, (2 unfilled student seats), and Darnell Kemp (Resource)

A. Introductions

- a. Quick introductions of committee members.

B. Funding Proposals

- a. Travel:

- i. Jamie Shew
 1. Approved
- ii. Frank Guthrie
 1. Approved
 2. International conference, needs Board approval
- iii. Adjunct Professional Learning Day (APLD)
 1. Division: Humanities
 2. Proposed date: January 17th, 2024, 9am-12pm (Zoom)
 3. Includes stipends for adjunct faculty participants; PE contracts for FT faculty presenters
 4. We can share with other divisions who might want to do the same
 5. Approved
- iv. Jeremy Siskind
 1. Approved
- v. Alix Plum
 1. Approved
- vi. Rabia Khan
 1. UCSD extension course
 - Questions: Are courses an appropriate use of professional learning? Are the courses required for the person's work or does it enhance teaching for students?
 - Concerns that this was a class that would lead to PG&D salary advancement

- Not approved
- vii. Discussion on future updates on travel and professional development policies, expanding more on dissemination plans, ideas on how we can have people present/disseminate when they return from conferences

C. Discussion Topics

a. Conference Calls & Selection Criteria

- i. We will review a template of a call to submit a statement to attend (NCORE and Colegas, for instance).
- ii. Statement of interest for conference will be required in addition to their dissemination plan
- iii. Statement of interest prompt (No longer than 500 words): *What work are you currently doing on campus that is in line with the mission of (insert conference) and how will your participation in this conference further the campus equity goals?*
 1. *This will be in additions to a dissemination plan as well*

b. NCORE, Honolulu Hawaii

- i. “The National Conference on Race and Ethnicity in Higher Education emphasizes the intersection of race, ethnicity, gender, religion, and class with campus programming and the cultural environment”
- ii. Confirm we are sending 4 attendees.
- iii. 4 People x 2k= 8k which is roughly 12% of our travel budget.
- iv. Discussion about how to select attendees in a fair and equitable manner
- v. Finalized the rubric we will use to evaluate applicants

c. Colegas Conference (President’s Budget)

- i. Overview
 1. Dr. Olivo has asked Staff Development to facilitate the selection of 5 applicants for the [Colegas Conference](#) in November.
 - Deadline to apply for funding since it is coming up
 - Learn more about the Colegas organization here [LINK](#)
 2. This year's theme, "Raíces de Excelencia: La Cultura Cura", urges us to leverage the strength of our cultura, fostering solidarity through communal learning, critical consciousness, and shared agency. The primary aim is to empower and enable Latina/o/x professionals to thrive in higher education.
- ii. Selection Criteria
 1. Reviewed selection criteria draft
 2. Developed a PLC Conference Rubric
 3. Cynthia will be sending a call out email to the campus tomorrow 9/29 to see who wants to go
 - Equitable approach, anyone can apply

d. Professional Development Funds

- i. How can we use our PLC funds to support ISTs?
- ii. Told we would have \$20K this year in Enrollment and Engagement funds (though it may be reduced slightly)
- iii. First IST meeting of this year was on Monday 9/25
- iv. Teams from each division, everyone on IST's is an equity and data coach
- v. Thinking of ways to share information with divisions
- vi. Topic 1: Support the work of the ISTs by paying folks to do professional learning around DI groups and strategies for eliminating gaps in their disciplines
- vii. Topic 2: FIG work. What should PLC prioritize? How will what we prioritize be in line with the campus equity goals?
 1. How to utilize the FIGS to have clear deliverables, how to disseminate to the campus what will be expected in FIGS
 2. The work in FIGS is developing material to continue to use for professional learning
 3. What do we think about making changes to how we use our FIG money? Once we make those changes, our goal would be to disseminate the information to the campus, how to apply for funds and what is expected
 4. Review and revise the FIG form. Perhaps creating a form that can be used for requesting PLC funds across the campus. [SD FIG Proposal Invitation Application Form.docx](#)

D. CoRE Update

- a. CoRE had its first meeting to talk about developing the content. We need to recruit additional faculty
- b. Marty: Currently working with the Cypress faculty who are working on CORE
 - i. Trying to put more equity in courses
 - ii. On track to be ready to offer it Summer 2024
 - iii. Faculty centric: They are looking at their courses and syllabi training
- c. Survey responses
 - i. Students expressed their feeling of a lack of belonging on campus
 - ii. With CORE, we think about creating an environment for students to feel like they belong
- d. First cohort summer 2024, hoping to recruit from the ISTS, 30 people cohort, summer 2025, 90 people, total, with CORE grant funding
 - i. 3 weeks long in summer 2024

- e. Encourage anyone in PLC to do CORE. It is a paid opportunity to develop culturally responsive curriculum.
- E. Darnell: OLC conference next week Tuesday, wed, and Thursday
 - a. Staff development will share the event
 - b. Link to register: [Form | OLC \(onlinelearningconsortium.org\)](#)

