



Professional Learning Committee Meeting  
April 27, 2023; 2:00pm-4:00pm; *Remote*  
MEETING NOTES

Zoom link: <https://fullcoll-edu.zoom.us/j/89068988933?pwd=NmF0MjZ0UWVHREZ5c1hY2pCdENrdz09>

Members: Dani Wilson, (1 unfilled manager seat), Jeanne Costello, Cynthia Guardado, Deidre Hughes, Jane Ishibashi, David Jacobsen, Jessica Langlois, Miguel Powers, Martha Roberts, Chynna Barnett, Heather Treminio, (2 unfilled student seats), and Darnell Kemp (Resource)

Present: Dani Wilson, Jeanne Costello, Cynthia Guardado, Deidre Hughes, Jane Ishibashi, David Jacobsen, Jessica Langlois, Martie Roberts, Heather Treminio, Darnell Kemp

**A. Budget/Funding Applications**

1. Budget Update: Jeanne will work with Wendy and Chynna to have a budget summary for 5/11
2. PE funding to support collaboration and onboarding between old and new PL Coordinators
  - Given the number of projects (Adjunct PL Days, Flex Planning, CoRE planning, Race Conscious certificate, New PL Plan, etc.), \$2,000 is a more realistic amount for incoming and outgoing PL Coordinator to collaborate over summer: Approved

**B. Discussion Topics**

1. Well Being Plans/Projects
  - 22/23 Summary
    - Workshops did not have great attendance
    - Mindfulness coaching went well
    - Insight timer used intensively by relatively small group of people
    - Book groups worked well
  - Plans/Proposal for 23/24: Committee approved continued investment in Prof Expert (KellyO to coordinate well-being for upcoming year
    - Mindfulness Coaching again in Fall
    - Book groups again, or perhaps articles to share and discuss
    - Renew Insight Timer
    - New survey of well-being topics of greatest interest
    - More advanced publicity for workshops and new topics for mindfulness beyond basics
    - Continue and expand wellness walks
  - Wellness Walk Wednesday
  - Spring Book Group/Book Group Ideas for Fall 23
  - Insight Timer: positive feedback; more awareness of availability needed
  - Human Resources Events

- **Health and Wellness Fair** at the Anaheim Campus on Wednesday, April 26, 2023 from 11:00 a.m. to 3:00 p.m.
  - CPR class: 5/18 9-1pm
  - Delta Dental on Good Oral Health (5/23 and 6/15)
  - Zoom workshops remaining:
    - Creating a Mindful Well-Being Plan (follow-up to Flex Day, 5/8, 3-4:30pm)
    - Intuitive Eating for Classified First Fridays (May 5<sup>th</sup>, 1-2pm)
2. Online Teaching Certificate
- Summer status quo with leaner facilitation team: Confirmed
  - Dates Confirmed:
    - Canvas Challenge I: 5/22 – 5/31
    - Synchronous Bootcamp: 6/5 -- 6/7 (9am – 1pm)
    - Post Challenge: 6/8 – 6/15
  - Future plans for asynchronous program: confirmed
  - Phase out of significant budget support from StaffDev: support will only be needed to help Darnell and Cory with grading for unusually large cohorts
3. Spring Flex Day Planning
- Dr. Olivo's email confirmed that because of the MOU Convocation will continue to be what she calls "hi-flex," available in both in-person and remote modalities. She is willing to help Staff Development incentivize in-person attendance with a high-profile speaker and/or lunch
  - Though the committee believes that an in-person modality would be preferable for more meaningful learning, a fully remote option was decided upon
    - It will allow for continued collaboration with Cypress
    - Hybrid mode did not work this year: very few in-person attendees
    - It is not fair to in-person presenters to have them prepare a live workshop and have so few participants
  - Theme Ideas:
    - Belonging: the belonging focus group will be prepared to provide a breakout session
    - Community (Lee Mun Wa will be the keynote speaker; Cypress will pay his speaker fee)
    - Sustainability (Jeanne is meeting with Tyler Deacy on April 25<sup>th</sup>); the committee committed to a sustainability theme for Spring 2024
  - Breakout Session Ideas
    - ChatGPT and AI in general: Darnell is excited to present on this topic
    - Belonging Focus Group Project: Miguel thinks some findings will be ready to share
    - Pronouns 101: Ariel Gentalen has expressed willingness to do this session again for a faculty audience
    - Starfish: Matt wants to continue using flex day to make to raise awareness and encourage faculty engagement with Starfish
    - FYE: Kim and Kyle will work on a session

- Student Engagement and Development (repeat? Jeanne will reach out to Connie)
  - Which other SS areas make sense? Behavioral Health? The presentations should not just be informational only and should include engagement
  - Maxient Reporting as Advocacy (Cynthia + Elaine?)
  - Teaching post-Covid (who could lead this?)
    - Student mental health challenges
4. CoRE Project (Martie/Jeanne)
- We got the grant, pending Board of Governors approval, yay!
  - Dates for Summer 23 at Cypress? We'll reach out to Angela deDios for info
    - Laura Lazarus, Chemistry: agreed to do summer training at Cypress
    - David Lopez, Music: maybe interested in doing summer training
    - Cynthia wants to do it, as well
  - Pam Dunsmore is onboard for supporting role in providing Martie with some feedback on the course (but can't help in the summer)
5. Staff Dev Office Staffing
- Admin. I position: we were able to hire Clarissa Escobedo; she begins 5/15
6. Classified Learning Needs (Chynna, Heather)
- Spring First Fridays
    - May 5<sup>th</sup>: Intuitive Eating with Kristi Richardson (confirmed)
  - Summer First Fridays:
    - revisit Banner processes (more with Monica H?)
    - Planning last week of May? Cynthia and Jeanne will work with Heather and Chynna
  - Other ideas for Fall?
    - contract, reclassification process (Jenn Merchant?)
    - let's review survey results from the January meet-and-greet for additional ideas
7. End of Year Reporting
- Senate on May 4<sup>th</sup>
  - PAC on May 10<sup>th</sup>
  - Committee feedback requested on the draft report (add directly to the document in Teams)
    - Mention support of faculty travel requests
    - Add Equity-minded mindfulness practices FIG
8. Sustainability Plan Endorsement: the committee endorsed the recommendations for professional learning related to sustainability
9. Race Conscious Certificate (Cynthia): we want to design a program that involves asynchronous elements available via open access source—such as the Vision Resource Center and CORA webinars—with a synchronous component involving facilitated discussion. We want to seek an expert in this area who is less high profile, more affordable to help assure a sustainable approach. USC Race and Equity Center webinars of interest cost \$10,000 a pop for one live showing!
10. New PL Plan: postponed until fall to be overseen by new PL Coordinator
11. Instructional Success Teams Project (Jeanne)
- Draft Report/Proposal for 23-25 (feedback welcome!):  
[https://docs.google.com/document/d/1ac2OkUwSWHeiK3FVbIJLpLuOPyhk4tGu\\_bIEEaGBrqM/edit?usp=sharing](https://docs.google.com/document/d/1ac2OkUwSWHeiK3FVbIJLpLuOPyhk4tGu_bIEEaGBrqM/edit?usp=sharing)

- Final version, revised in response to IST members survey feedback to be shared 5/11
- Training for incoming Equity and PL coaches? Cynthia and Jeanne will work on developing a Canvas training module using resources gathered for the monthly meetings/trainings of the first two pilot years.
- Data Training
  - Worked with Daniel Berumen to plan
  - Will use Enrollment/Re-engagement funds dedicated to ISTs to pay participants
  - Dates for 23/24
    - Tuesday, May 23<sup>rd</sup>, 10-1 in Room 2400, Room 113
    - Wednesday, August 16<sup>th</sup>, 10-1 in 2400, Room 113
    - Wednesday, January 17<sup>th</sup>, 10-1 in 2400, Room 113
    - May (Date TBA) 2024: Regional Data Summit?

**C. Reports/Updates (please share a very brief update, and then add details as needed to document in Teams)**

- Mindful Growth Initiative (Deidre, Miguel)
- District PD Committee (Jeanne)
  - Meeting on Tuesday, May 2nd
- Distance Ed Training/Learning Opportunities (Darnell)
- New Faculty
  - 4/24 meeting focused on strategies for teaching men of color; Great Teachers Seminar professional learning strategies; applying for SD funding
  - 5/8 session will focus on campus level involvement options, year two tenure review
  - Only 4 faculty will be hired for fall: 2 Ethnic Studies, 1 Chemistry, and 1 Dance (transfer from Cypress)

**D. Reminders and Future Agenda Items?**

**Handouts Reviewed:** Meeting Agenda, 4/13 meeting notes, Mindful Well-Being slides/proposal for 23/24, Sustainability Plan, IST Report/Recommendations (google doc link in the agenda), Senate Report document