

Agenda of Fullerton College

Professional Learning Committee

September 12, 2024

2:00 – 4:00 PM via Zoom

[Zoom Meeting Link](https://fullcoll-edu.zoom.us/j/85841175536?pwd=dXAPa3YWNnGrE64NHovHDGtSxbmP2L.1)

**I. Approval of the agenda, Guardado (Action)**

A.The meeting was called to order at 2:00 PM. The agenda for September 12, 2024, was approved.

**II. Public Comments (limited to 3 minutes per person), 10 minutes**

A. Dani Wilson welcomed Jason Lopez, the new administrative assistant for the Staff Development Office.

**III. Standing Reports (Informational, 10 minutes)**

A. Director of Distance Education, Darnel Kemp

* Fourteen faculty members successfully completed the online teaching program, and the next online teaching session will start on December 2.
* Faculty interested in future training were encouraged to contact Maria Rodriguez or Darnell Kemp to sign-up.
* The Distance Education Office will be open to the public soon.

B. Associated Students Report

* No report was presented.

**VI. Old Business**

**A. Dissemination Follow-Up (Informational, 10 minutes)**

* In the Spring, the committee discussed dissemination plan follow-ups. The committee considered implementing a policy stating that individuals who do not complete the dissemination follow-up, according to the guidelines, would not be eligible for future travel funding.
* Committee continued discussion and considered if Staff Development should continue with following up with dissemination plans. Currently, faculty have an opportunity to travel for professional development and then are expected to disseminate what they learned.
* Possible solution included revising the form for a tentative dissemination submission date or stop tracking the submission of dissemination plans.
* A draft policy will be reviewed at a future meeting

**A. Race-Conscious Certificate (RCC) Follow-Up (Informational, 15 minutes)**

* In considering ways to support participation for the RCC across the campus, the following ideas were discussed in the Spring:
	+ Making the RCC a requirement for applying for travel funding and therefore no dissemination would be required. Travel funding is a privilege not a right, so leveraging it to increase our campus' race-conscious efforts seems like a great way to help our campus align with our equity plan.
	+ Allocating a portion of the Staff Development travel budget to $1000 stipends for the RCC.
* The chair provided an update with the launching of RCC with a small cohort but engaged cohort, with positive feedback from participants.
* The committee discussed possible ways to recruit for future cohort, such as recruiting from all SEA funded areas (with the support of faculty senate) so they can participate in Race-Conscious Certificate.
* Staff Development also exploring additional funding sources to support RCC participation, including classified professionals.

**VI. New Business**

**A. Introductions (5 minutes)**

* Brief introductions were made for the new Administrative Assistant II in the Staff Development Office.

**B. Fall 2024 Funding Proposals (Action, 20 minutes)**

* Travel requests were presented for approval: Anna Carlin, Martha Smith, Kesha Shadwick, Scott Thompson, Mary Bogan, William Molina, Mareike Claassen, and Brendon Kirby.
* All travel requests were approved.

**C. Brown Act Discussion (Informational, 10 minutes)**

* As a subcommittee of the Faculty Senate, the Professional Learning Committee must comply with the Brown Act, which includes meeting in person starting Spring 2025.
* Members unable to attend in-person meetings will need to vacate their seats. Deadlines for these decisions are set for late October and early November to ensure elections are completed for Spring 2025.

**D. Race-Conscious Certificate (RCC) (Informational, 5 minutes)**

* An update was provided on the first RCC cohort, its progress, and future funding proposals to support broader participation.

**E. CoRE Program Update (Informational, 5 minutes)**

* The first CoRE meeting took place over the summer with positive feedback from participants.

**F. Fall Flex 2024 (Informational, 15 minutes)**

* 54 responses were collected from the Fall 2024 Flex survey to date. A summary of the feedback will be shared in mid-October.

**G. Spring Flex 2025 Planning (Discussion, 15 minutes)**

* The committee began discussing Spring 2025 Flex. A flex focused on centering LGBTQIA+ students was proposed. The chair will reach out to Student Development and Engagement Department to discuss possible keynotes and other ideas.

**H. Next Meeting (Discussion, 5 Minutes)**

* The chair is attending a district-sponsored conference in Ghana. If time-sensitive PARs arise, the committee will convene to vote.

**VII. Adjournment**

The meeting adjourned at 3:43 PM