



Agenda of Fullerton College
Professional Learning Committee
October 10, 2024
2:00 – 4:00 PM via Zoom
[Zoom Meeting Link](#)

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

II. Standing Reports (Informational, 10 minutes)

A. None on 10/10 Agenda

III. Old Business

A. NCORE Applications (Discussion, 10 minutes)

Last year, an application process was implemented for NCORE. The committee discussed whether a similar process should be established for NCORE 2025 in New York City. The PLC has received three PARs for NCORE so far.

Budget Considerations:

The committee considered how much of the staff development budget to dedicate to NCORE and how many PARs should be funded. A member shared their experience attending NCORE last year, expressing an understanding on why there would be an applicant/funding cap in place as it can be an expensive conference to attend. They also noted the conference's value and relevance to staff, faculty, and managers. Another member brought up the importance of transparency regarding any limitations and the application process. The committee decided that given the high costs associated with attending NCORE, a separate call for applications would be beneficial, and staff development will communicate the information to the campus community.

Funding Decisions:

- Last year, the committee utilized 10% of the staff development budget to fund NCORE applications. Since NCORE is relevant to all areas of the campus, it's reasonable to allocate funds for four employee categories (classified staff, full-time faculty, managers, & prof experts/adjuncts). Instead of the first-come, first-served approach, the committee agreed that having an application would be beneficial.

- The committee discussed prioritizing those who have not previously attended. A cap of two applications per employee group would ensure fair representation. The committee agreed to dedicate up to 20% of staff development budget for NCORE PARs for 8 attendees. The staff development office will email the campus to invite them to apply. The deadline for submissions is November 8th, and applicants will be asked to submit through Microsoft Forms.

Additionally, there will be a statement added to the staff development website to clarify that NCORE funding requires a different application than the standard PAR process. The staff development office will also reach the previous NCORE applicants to inform them that there will be an application process for NCORE 2025 and inviting them to apply.

B. Dissemination Plans (Discussion, 10 minutes)

The PLC had questions on the expectations for dissemination plans. How rigorous should the screening process be for deliverables outlined in the dissemination plan? Will the Staff Development Office keep track of dissemination plans?

Concerns were voiced about accountability after reimbursement, particularly if individuals do not fulfill their dissemination plans. It was suggested that those who do not complete their plans may become ineligible for future funding.

One member brought up that professional experts may only be temporary staff. It was clarified that professional experts are only eligible if they have a semester long contract, similar to adjunct faculty. It was suggested that professional experts could disseminate their findings immediately upon return to ensure they follow through before their contract ends.

The staff development administrative assistant will track dissemination plans once attendees return from their conference.

IV. New Business

A. Fall 2024 Funding Proposals (Action, 20 minutes)

- Travel requests
 - Nicole Rossi – Will need to submit additional materials for new application process for NCORE
 - Angela Buechner – Will need to submit additional materials for new application process for NCORE
 - Monica Hagmaier – Will need to submit additional materials for new application process for NCORE
 - James Crippen – Approved
 - Candice Clasby – Approved
 - Dana Clahane – Approved; Although they are not requesting registration & flight reimbursement, proof of registration and flight is still required for processing.

B. Spring 2025 Flex Planning (Discussion, 10 minutes)

An update was provided regarding the meeting with the Student Development and Engagement Department. Staff Development met with Connie Moreno-Yamashiro and her team to discuss Spring Flex and gather recommendations.

The focus will be on centering undocumented and LGBTQIA2+ students in the keynote and approaching the content through an intersectional lens. The committee is also considering the feedback from the Fall 2024 Flex Day. The goal for the next flex day is that the keynote and breakout sessions deliver relevant information that will be helpful to faculty in their respective areas.

C. Fall 2024 Flex Feedback (Informational, 10 minutes)

Sixty-six responses were collected from the Fall 2024 Flex survey.

Feedback primarily focused on keynote presentations and technical issues. Some attendees commented that it was overloaded with information. In the feedback, concerns were raised about the relevance of the content. For example, a NOCCCD Rising Scholar presentation, feedback indicated that it did not relate or have key takeaways on to how faculty can support rising scholars' students.

The committee reiterated the importance of a faculty/instructional lens in future presentations and proposals, ensuring that all faculty will find information helpful and relevant to apply in their practices/areas.

Forty-six responses pertained to the keynote, with attendees feeling that the first keynote barely scratched the surface of the content. Since the keynote is typically attended by all faculty, delivering relevant and applicable instructional information for the initial session is important to consider for future sessions.