

Agenda of Fullerton College

Professional Learning Committee

February 27, 2025

2:00 – 4:00 PM

In-Person – Building 800, Room 822

1. **Approval of minutes: February 13, 2025**
   1. **Minutes approved**
2. **Public Comments (limited to 3 minutes per person, 10 minutes)**
   1. Distance Education is submitting requests for participants during spring break.
3. **Standing Reports (Informational, 10 minutes)**
   1. **Cynthia Guardado, Professional Learning Coordinator**
      1. The committee reviewed Resolution No. 24/25-09 from the board, reaffirming its commitment to inclusivity, equity, and compliance with Federal and State law.
         1. The resolution is a reaffirmation of ongoing work, with the district continuing to support DEIA efforts regardless of federal mandates.
      2. Discussion on how to sustain DEIA efforts given the current climate; reaffirmed that commitment continues at the district level.
      3. Book pop-up at the Beats Café Open Mic event was successful, with faculty and staff encouraged take books during giveaway that highlighted various black authors. Also distributed during the Rising Scholars Grand Opening.
      4. Staff Development plans to partner with APIDA for a similar book event. APIDA has a long list of poetry and Cynthia will be at the event to support.
      5. Cynthia is serving on the state 4CPD board, which is organizing conferences, training, and newsletters to share professional development resources. Currently, the only faculty member on board. The board may be helpful for seeing what other campuses for professional development and could help PLC strategize ways to enhance professional development for classified staff.
      6. Jessica Langlois submitted a PAR for Perkins travel funding. She was unable to upload her PAR via MS forms since the form was closed. The committee agreed to add it to the next agenda.
   2. **Darnell Kemp, Distance Education**
      1. Next OTC runs from June 16 to July 20. Emphasis on ensuring participants are faculty, as some without prior teaching struggle with OTC and with course-building.
      2. Discussion on whether classified professionals who teach at other institutions would be allowed to join OTC.
         1. Recommendation to refer them to @ONE training.
      3. Online Learning Center open Mondays and Tuesdays from 10 AM – 1 PM, offering computer lab access and training.
         1. Supports staff and students. Planning to hire tech rangers and student workers for fall.
         2. Distance Education currently offers two Canvas courses to help students succeed in online learning
      4. Campus success rates: 71% for in-person classes, 68% for online classes. Investigating higher success rate areas and sharing best practices.
      5. Researching course length impact on success rates. Second 8-week courses underperform compared to first 8-week courses. Requesting a report on 10- and 12-week courses.
      6. Distance Education (DE) also offers two Canvas courses for students included an online readiness program; These can be integrated into courses.
      7. Identifying high-success-rate faculty could help develop training sessions.
      8. More accessibility training and analysis of Canvas tool usage. Quizzes and syllabus tools are underutilized so DE may recommend additional training.
      9. SLOs and ISLOs will now be integrated into Canvas via Elumen.
   3. **Dani Wilson, Dean of LLRISPS**
      1. Val Macias received $22K from ER funds for a speaker but needs organizational support. Seeking to collaborate with Staff Development for logistics and planning.
      2. Potential speakers include Gustavo Arellano and Lalo Alcarez, who are costly but notable. A third speaker, Dr. Thuy Vo Dang specializes in Orange County history.
      3. Discussion on making this a visiting series rather than a one-time event.
      4. Events will likely be planned for fall; this spring term will focus on securing requests.
      5. Original request was for a writer. Considering a three-part series. The following topics were considered: undocumented writing, trans authorship, environmental and feminist perspectives
      6. Target audience is employees. Series could align with campus events like HSI Week and First-Gen Week.
      7. Potential speakers: Prisca Dorcas Mojica Rodríguez ("For Brown Girls with Sharp Edges"), Javier Zamora ("Solito"), Ibram X. Kendi ("How to Be an Antiracist"), and Roxane Gay.
      8. Continuing brainstorming and making some decisions in the next meeting. Val will join next week as a guest to continue this discussion.
4. **New Business**
   1. **Spring 2025 Funding Proposals (Action, 5 minutes)**
      1. Travel/Funding requests
         1. None on 2/27/25 Agenda
   2. **Mission Statement**
      1. Revision of the following mission statement: The Professional Learning Committee is devoted to supporting the professional learning needed for Fullerton College educators—Faculty (full-time and adjunct), Classified Professionals and Managers–to improve student success. Staff Development support should contribute to this improvement not only in individual classrooms and student support areas, but across the campus as a whole. Staff Development believes this will best be achieved by encouraging shared learning and a culture of collaboration in order to become a truly learning-focused institution.
      2. The committee discussed revising the mission statement to better reflect professional learning efforts and align with institutional goals. Also considered developing a vision for what Professional Learning can achieve.
      3. Consideration of terminology changes: replacing "Staff Development" with "Professional Learning."
      4. Aligning language with existing college mission and objectives.
      5. Including "community" in the mission to emphasize collaboration and shared learning.
      6. The Committee can consider finding examples from other community colleges for inspiration.
      7. Discussion on changed the word “educators” and adding support for professional experts in the mission.
      8. Discussed the possibly of renaming the office to "The Office of Professional Learning" for clarity and consistency.
      9. Considering adding DEIA language in alignment with existing campus mission statements.
      10. Finalizing revisions this spring term for approval by Faculty Senate in Fall 2025.
   3. **Staff Development Surveys**
      1. Reviewed prior survey questions and suggested revisions for clarity.
      2. Differentiated between needs assessment and office performance surveys.
      3. Plan to refine questions for needs assessment and discuss in a future meeting.
   4. **Classified Professional Inquiry Survey: General Survey to better serve classified.** 
      1. <https://forms.office.com/r/eVH4TLs2xC>
      2. Reviewed general survey for classified professionals.
      3. Will plan to partner with OEI to help disaggregate data by division/department.
         1. Identified missing groups: Enrollment Services, Business Office, OIE, Facilities, ACT, and Campus Safety.
      4. Revised question 4 for clarity.
      5. Adjusted question 6 to ensure clear intent regarding knowledge of resources.
      6. Added training topics such as Banner, UndocAlly, budgeting, and Argos on question 8.
      7. Discussion on lack of structured onboarding for classified staff and potential professional learning gaps.
      8. Emphasized the importance of addressing foundational needs before expanding DEIA efforts.