



**PROFESSIONAL DEVELOPMENT/
FLEX CAL COMMITTEE
Minutes
May 20, 2021
Zoom 925 5479 9017
2:30 PM – 4:00 PM**

1. Call to order	PDFC Co-Chair Michelle Smith called the meeting to order at 2:35 pm.						
2. Roll Call	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Kristin Conner, Co-Chair</td> <td style="width: 50%;">Michelle Smith, Co-Chair</td> </tr> <tr> <td>Sheila Gorospe-Kaushal, CSEA rep</td> <td>Janet Leary, CSEA rep</td> </tr> <tr> <td></td> <td>Heather Watson-Perez, Faculty</td> </tr> </table> <p>Absent: Ingeborg Bourdon (Faculty), Nick Cittadino (Faculty), and Maureen Powers (Adjunct Faculty)</p>	Kristin Conner, Co-Chair	Michelle Smith, Co-Chair	Sheila Gorospe-Kaushal, CSEA rep	Janet Leary, CSEA rep		Heather Watson-Perez, Faculty
Kristin Conner, Co-Chair	Michelle Smith, Co-Chair						
Sheila Gorospe-Kaushal, CSEA rep	Janet Leary, CSEA rep						
	Heather Watson-Perez, Faculty						
3. Agenda approval	S. Gorospe-Kaushal motioned to approve the agenda of May 20, 2021 as presented. It was seconded by J. Leary. The agenda was approved unanimously.						
4. Approval of Minutes	J. Leary motioned to approve the minutes of May 6, 2021 as presented. It was seconded by Co-Chair K. Conner. The motion was approved unanimously.						
5. Comments from the Public	There were no comments from the public.						
6. Professional Development	There were no items in this section.						
7. Action Items							
7.1 Year End Committee Evaluation Report	M. Smith presented, "Year End Committee Evaluation Report." S. Gorospe-Kaushal motioned to approve this document. It was seconded by J. Leary. The item was approved unanimously.						
7.2 Committee Meeting Schedule 2021-2021	M. Smith presented, "PDFC Meeting Schedule 2021-2022." J. Leary motioned to approve the committee's meeting calendar next academic year. It was seconded K. Conner. The motion was approved unanimously.						
8. Information/Discussion Items							
8.1 Professional Development System Update	M. Smith presented the updated version of the PD system and User Guide. The committee reviewed the following: (a) landing page; (b) Learner Home; (c) sessions on the calendar; (d) a SCC community has been created; (e) external requests go to direct supervisor, then indirect						

	<p>supervisor; (f) reports can be generated; and (g) the link for login needs to be updated to minimize confusion.</p> <p>H. Watson-Perez acknowledged M. Smith's and S. Gorospe-Kaushal's hard work and efforts in getting the new PD system working before the end of semester.</p>
<p>8.2 PD for Fall 2021</p>	<p>The committee reviewed the draft of PD Fall 2021 schedule. H. Watson-Perez will be hosting, "I'm Not an Expert, But Did You Know..." in August 2021 and October 2021. The idea of virtual escape room was discussed.</p> <p>M. Smith announced that she attended Anti-Asian Harassment Training and signed up for Stopping Police Violence Training by Hollaback! She has contacted this group to inquire about the cost involved if offered to SCC employees.</p>
<p>8.3 Accreditation Recommendation 8: Distance Education</p>	<p>M. Smith informed the committee that she provided a list of sessions that were DE-focused as evidence; however, there is no comprehensive, integrated plan. Two sessions have been scheduled in August to review the Midterm Accreditation report.</p>
<p>8.4 Instructional Design & Educational Technology</p>	<p>The district is speaking with instructional designer consultants. The members of the committee are requested to forward their feedback/ideas on how to elevate courses to the next level. The committee discussed: (a) infusion of educational technology in their instruction; (b) curriculum and assessment as a slow process; (c) how to make this work (e.g., DSP, universal design); and (d) whether this has been discussed in different schools/committees.</p>
<p>8.5 Future of PD</p>	<p>Once funding is finalized, H. Watson-Perez will reach out to Thi Bui to determine when she could present a One Book session.</p> <p>Leading from the Middle (LFM) is a program focused on problem-based learning model. M. Smith presented a list of colleges that participated in this program. The committee discussed: (a) limited professional development opportunities for Administrators; (b) how LFM is offered (face-to-face or remote); (c) whether staff will benefit from this option; and (c) a survey can be sent to SCC employees to determine interest. M. Smith will attend an informational session when available and S. Gorospe-Kaushal will present this idea during the next CSEA meeting to gather feedback.</p> <p>The committee discussed different scenarios on how PDFC sessions could be offered in the future: (a) in-person sessions in the morning and online in the afternoon (or vice versa); (b) possibility of offering in-person sessions in Spring 2022; (c) OWL system to offer hybrid options; and (d) considerations for accessibility/inclusivity.</p>

9. Announcements

There were no items in this section.

10. Adjournment

S. Gorospe-Kaushal motioned to adjourn the meeting. It was seconded by J. Leary. The meeting adjourned at 4:00 pm.