



**PROFESSIONAL DEVELOPMENT/
FLEX CAL COMMITTEE
MINUTES**

**September 2, 2021
Zoom 922 5853 5798
2:30 PM – 4:00 PM**

1. Call to order	M. Smith called the meeting to order at 2:33PM.								
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>Ingeborg Bourdon (Faculty)</td> <td>Janet Leary, CSEA rep</td> </tr> <tr> <td>Nick Cittadino (Faculty)</td> <td>Maureen Powers (Adjunct Faculty)</td> </tr> <tr> <td></td> <td>Heather Watson-Perez, Faculty</td> </tr> </table> <p>Absent: Sheila Gorospe-Kaushal, CSEA rep</p>	Kristin Conner, Co-Chair	Michelle Smith, Co-Chair	Ingeborg Bourdon (Faculty)	Janet Leary, CSEA rep	Nick Cittadino (Faculty)	Maureen Powers (Adjunct Faculty)		Heather Watson-Perez, Faculty
Kristin Conner, Co-Chair	Michelle Smith, Co-Chair								
Ingeborg Bourdon (Faculty)	Janet Leary, CSEA rep								
Nick Cittadino (Faculty)	Maureen Powers (Adjunct Faculty)								
	Heather Watson-Perez, Faculty								
3. Agenda approval	N. Cittadino motioned to approve the September 2, 2021 agenda; J. Leary seconded the motion; motion carried.								
4. Approval of Minutes	H. Watson-Perez motioned to approved the August 19, 2021 minutes; J. Leary seconded the motion; motion carried.								
5. Comments from the Public	No comments from the public.								
6. Professional Development	No items in this section.								
7. Action Items	<i>7.1 Committee Goals & Self-Assessment for AY 2021-2022</i> – H. Watson-Perez motioned to approve the Committee Goals & Self-Assessment for AY 2021-2022; K. Conner seconded the motion; motion passed unanimously.								
8. Information/Discussion Items	<i>8.1 Instructional Design & Technology</i> – Shawna BuShell and Michael Cennamo introduced themselves to the committee as representatives of a consortium of teachers with a combined 55 years of educational experience. S. BuShell explained that instructional designers partner with faculty to enhance online, hybrid, and blended learning environments. They help faculty embrace changes including consideration of other learning modalities, such as physical sciences online. Committee members suggested potential projects including: 1) Workshop on building a liquid syllabus (M. Powers); 2) Tour of exemplar Canvas shells (I. Bourdon); 3) Alternatives to PowerPoint (N. Cittadino); 4) Video editing workshop (N. Cittadino); and 5) multiple levels of introductions/interventions (K. Conner). This list of potential projects will be forwarded to VP Williams for his consideration.								

8.2 *October – December PDFC Meeting Plans* – The committee discussed the upcoming expiration of Brown Act exception allowing committees to meet virtually during the ongoing situation. M. Smith assured the committee that PDFC meetings will continue to be held remotely for the near future.

8.3 *Fall 2021 Professional Development*

8.3.1 *Requests for October 12, 2021* – Academic Senate President LaNae Jaimez secured two (2) trainings from the Academic Senate for California Community Colleges (ASCCC) to hold a session on equitizing job descriptions and interview questions. M. Smith will send the “Request to Present” form to the campus community one last time before the September 10th deadline.

8.3.2 *T4E Training Sessions* – T4E is training a cohort of managers from September, 2021 through January, 2022. Participants discuss “So you want to talk about race” by Ijeoma Oluo as well as excerpts from “Stamped from the Beginning” by Ibram X. Kendi.

8.4 *Spring 2022 Professional Development*

8.4.1 *Format* – The committee confirmed interest in a hybrid format as it promotes health and safety but also allows for flexibility. M. Smith will pursue this option with District administration.

8.4.2 *Guest Speakers* – Committee members indicated interest in each of the potential speakers suggested by M. Smith. I. Bourdon plans to find information on another potential speaker. The committee members promised to watch the videos prior to the next meeting.

9.1 [Fall into Humanized Online Teaching: A Pathway to Equity](#) starts Friday, September 10th, 2021 with Dr. Claude Steele

9. Announcements

J. Leary motioned to adjourn the meeting; I. Bourdon seconded the motion; meeting adjourned.

10. Adjournment

All meetings will be held on Zoom from 2:30PM – 4PM unless otherwise noted.

September 16

October 7

October 21

November 4

November 18

December 2