



MINUTES

Professional Development Committee

March 16, 2022

THEME: Moving Forward Together: Rebuilding and Reimagining our Community

CHARTER: The Professional Development Committee makes recommendations on the direction of professional development activities for full-time and part-time faculty and staff, including:

- Plan, implement, and assess fall and spring faculty professional development (Flex) activities
- Plan, implement, and assess classified staff professional development opportunities
- Coordinate, promote, and assess college-wide professional development activities in conjunction with other College departments and programs in alignment with the Educational Master Plan
- Align activities with the college's goals of advancing Diversity, Equity, and Inclusion in order to close opportunity gaps among student populations.
- Evaluate applications and award professional development funds to faculty; funds to be considered are limited to those monies identified in the AFT Collective Bargaining Agreement
- Evaluate applications and award other funds provided to the professional development committee

Moorpark College Mission Statement: *Grounded in equity, social justice, and a students first philosophy, Moorpark College values diverse communities. We empower learners from local, national, and global backgrounds to complete their degree, certificate, transfer, and career education goals. Through the integration of instruction and customized student support, our programs are designed to achieve equitable outcomes.*

MEMBERSHIP/ATTENDANCE

POSITION	MEMBER	ATTEND	POSITION	MEMBER	ATTEND
Co-Chair Dean	Josepha Baca	X	Ongoing Invited Guest:	Tamarra Coleman	
Co-Chair Classified	Gabby Chacon	X	VISITOR(S) :		
Co-Chair Faculty (split)	Jamee Maxey	X			
	Elizabeth Gillis-Smith	X			
Instructional Design Technologist	Michael Ashton	X			
	Alt: Tracie Bosket				
English, Learning & Student Life	Tracy Tennenhouse	X			
Physical Science & Career Ed	Farisa Morales	X	PD Coordinator (no-vote)	Brian Burns	X
	Brian Swartz	X	Dean	tbd	
Arts, Media, & Comm Studies	Beth Megill		Student Rep	tbd	
	Allison Bowman	X	Academic Senate	Erik Reese	
Counseling & Student Support	Samantha Zaldivar		Classified Senate	Kelly Little	
	Wendy Berg		Classified Senate	Matthew Spinneberg	X
EATM, Life & Health Sciences	Dalila Sankaran	X	AFT Rep	Michael Bryant	
	Katina Walia		SEIU Rep	Shandor Batoczki	
Bus, Child Dev Languages, Behavioral and Social Sciences	Julie Campbell		Health, Athletics, Kinesiology, ACCESS, Math, Library, DE	Curtis Paul	X
	Alt: Patty Colman			Kenneth Plummer	

In accordance with the Ralph M. Brown Act and SB 75, minutes of the Moorpark College Professional Development Committee will record the votes of all members as follows: (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.

AGENDA ITEM	ACTION
CALL TO ORDER AND READING OF MINUTES	
<ol style="list-style-type: none"> 1. Call to order 2. Public comments 3. Approval of minutes 	<p>2:40</p> <p>Josepha Baca was introduced as the interim dean, replacing Howard Davis on this committee</p> <p>F. Morales CHES is recruiting 10 faculty for the 4th cohort, pays \$2,500.</p> <p>Motion to approve January Minutes: A. Bowman Secoded: C. Paul abstained: J. Baca, J. Maxey Result: approved</p> <p>Motion to approve February Minutes: A. Bowman Secoded: C. Paul abstained: J. Baca, J. Maxey Result: approved</p>
PREVIOUS BUSINESS	
NEW BUSINESS	
<ol style="list-style-type: none"> 1. Brown Act Teleconference Suspensions During a State of Emergency – New legislation modified the Brown Act, enabling virtual meetings during a state of emergency (Gov code Section 54953). Committee must agree that the emergency impacts the ability to meet safely in person and “make the findings” (reconsider emergency circumstances and its impact on meeting safely) every 30 days to continue virtual meetings. 2. April 26 Professional Development Day Planning 3. Fall Professional Development Days <ol style="list-style-type: none"> a) Ideas for August 10 & 11 b) Thoughts for Sept. 13 & Oct. 26 4. Information: Annual CA State Report for Professional Development Plans 	<ol style="list-style-type: none"> 1. A majority voted to continue virtual meetings 2. Tues, 4/26 is a self-assigned flex day, which means no classes are to be conducted -no teaching. The VCCCD Distance Education Committee is hosting a hybrid DE Summit (if on-site, get lunch). B. Burns will post DE Summit info on our PD webpage and email the campus. 3. Fall Flex: 8/10, Convocation: 8/11, followed by Division Meetings 8/11 This will set the tone for the year. Reimagine a new version to work here. Quick list of last year’s technical sessions was provided. Committee suggestions: <ul style="list-style-type: none"> o Maybe integrate the tech sessions at the September flex day, rather than Aug. o Meanwhile, put DE Tips (techniques & strategies) from the 4/26 flex day on PD’s webpage o Repeat sessions within the day(s) so people have opportunity to attend. o Provide people w motivation, quality of life o Provide a session that is fun; ideas: games/food- MC trivia, cooking competition

	<ul style="list-style-type: none"> ○ Outdoor art - involve students or a student lead a session – theater, dance, musicians ○ More short breaks during Convocation <p>What can be done with the dead time between sessions? -maybe string of videos of our academic and classified staff, short clips of how you made it to/through college, or of tips to your peers to teach each other - start gathering these now. Maybe like a podcast done by one of our students.</p> <p>4. Every June for the upcoming year, MC must inform the CA State Chancellor’s Office of our flex hours plans for our instructional staff. They want to ensure that the flex hours are being used effectively. (This is one of the duties of MC’s Prof Development Coordinator)</p>
REPORTS	
<p><u>Professional Conference Leave/ Professional Development Activity Workgroup Update</u> Workgroup Members: A. Bowen, B. Burns, F. Morales</p> <ol style="list-style-type: none"> 1. Part-time funds 2. Full-time funds 	<p>Some incomplete applications were submitted to the workgroup</p> <p>Still cannot use the PD FOAP in Chrome River</p>
<p><u>PD Coordinator Report</u> Brian Burns</p>	<p>Look for ways to involve our classified staff without duplicating efforts</p> <p>Suggestions of future session from the January 2022 flex day:</p> <p>Adobe software, Articulation with universities, teachers designing prsntns -such as on PowerPoint, more input from ACCESS students, online instruction for non-digital natives, equity in the classroom, crafting, short session of software/apps/“hacks”</p>
<p><u>Classified Report</u> Gabby Chacon</p>	<p>Mara Rodriguez selected for both MC’s and VCCCD’s Classified Employee of the Year.</p> <p>Classified PD team will meet next week. May is mental health month; June is pride month</p>
<p><u>Kudos Status Report</u> Gabby Chacon</p>	<p>Submissions have slowed down.</p> <p>So far, the president’s office is been paying for the chocolate bars.</p>

ANNOUNCEMENTS	
	<ul style="list-style-type: none"> • For March's HERstory Month, Patty Colman presents on 3/22 • Submit nominations for the Distinguished Faculty Chair Award • Tell your departments that a PD Committee Faculty Co-chair is needed beginning Fall 2022
MEETINGS	
AY 2021-2022 Meetings: Aug. 18th, Sept. 15th, Oct. 20th, Nov. 17th, Jan. 19th, Feb. 16th, Mar. 16th, April 20th	
ADJOURNMENT	3:40 pm