



**PROFESSIONAL DEVELOPMENT/  
FLEX CAL COMMITTEE  
MINUTES  
August 19, 2021  
Zoom 922 5853 5798  
2:30 PM – 4:00 PM**

<b>1. Call to order</b>	M. Smith called the meeting to order at 2:36PM.								
<b>2. Roll Call</b>	<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>Heather Watson-Perez, Faculty</td> </tr> <tr> <td>Sheila Gorospe-Kaushal, CSEA rep</td> <td></td> </tr> </table> <p><b>Absent:</b> Maureen Powers (Adjunct Faculty)</p>	Kristin Conner, Co-Chair	Michelle Smith, Co-Chair	Ingeborg Bourdon (Faculty)	Janet Leary, CSEA rep	Nick Cittadino (Faculty)	Heather Watson-Perez, Faculty	Sheila Gorospe-Kaushal, CSEA rep	
Kristin Conner, Co-Chair	Michelle Smith, Co-Chair								
Ingeborg Bourdon (Faculty)	Janet Leary, CSEA rep								
Nick Cittadino (Faculty)	Heather Watson-Perez, Faculty								
Sheila Gorospe-Kaushal, CSEA rep									
<b>3. Agenda approval</b>	J. Leary motioned to approve the August 19, 2021 agenda; H. Watson-Perez seconded the motion; motion carried.								
<b>4. Approval of Minutes</b>	S. Gorospe-Kaushal motioned to approved the May 20, 2021 minutes; J. Leary seconded the motion; motion carried.								
<b>5. Comments from the Public</b>	No comments from the public.								
<b>6. Professional Development</b>	No items in this section.								
<b>7. Action Items</b>	No items in this section.								
<b>8. Information/Discussion Items</b>	<p><i>8.1 Committee Goals &amp; Self-Assessment for AY 2021-2022</i> – M. Smith requested feedback on the updated Committee Goals and Self-Assessment for AY 2021-2021. The committee added to the goals and initiatives. M. Smith will provide a final version as an action item at the next PD meeting.</p> <p><i>8.2 PD Budget for AY 2021-2022</i> – S. Gorospe-Kaushal explained that the PD budget is a proportion of the Academic Senate budget. VP Williams had stated that PD is allocated \$14,000 for the 2021-2022 academic year.</p> <p><i>8.3 Fall 2021 Professional Development</i></p> <p><i>8.3.1 Technical Issues &amp; Solutions</i> – Many Zoom sessions were interrupted on Thursday, August 12<sup>th</sup>. M. Smith since learned that <a href="#">Licensed users can host up to two (2) concurrent meetings</a> only. For October, presenters will be asked to provide their own Zoom links to prevent further interruptions.</p>								

8.3.2 *Requests for October 12, 2021* – The committee produced a list of possible topics for the mid-semester professional development day including mental health, trauma-informed education, and compassion fatigue. M. Smith shared that representatives from ASCCC will host a session on equitizing job descriptions.

8.3.3 *Dismantling Anti-Blackness on Your Campus* – Committee members reviewed the course curriculum and noted that many of the readings are covered by T4E. Concerns were also expressed regarding the stated requirement of “Fluent/advanced level of English” for this course. Committee members agreed to promote local offerings rather than endorsing an external course. Interested individuals could apply for professional development funds to cover the cost of the course.

8.4 *Instructional Design & Educational Technology* – The committee discussed the upcoming meeting with Shawna Bushell with an interest in professional development offerings that go beyond the basics of Canvas, allowing faculty to take their courses to the next level regarding online teaching and learning.

#### 8.5 *Spring 2022 Professional Development*

8.5.1 *Format* – Committee members discussed the ongoing pandemic as well as the upcoming fire season. Given these uncertainties, the group suggested a hybrid format for Spring 2022 professional development events. For example, sessions may be offered on-campus and online. Morning sessions could be offered on campus while afternoon sessions could be online (or vice versa). A hybrid format not only promotes health and safety but also allows for flexibility.

8.5.2 *Guest Speakers* – The committee discussed many possible speakers such as Rob Bonta, Dr. Ibram X. Kendi, and Priya Parker. Potential topics include post-covid education, trauma-informed teaching, and compassion fatigue. H. Watson-Perez will try to connect with Dr. Kendi regarding his visit to UC Davis on March 31, 2022. M. Smith will search for speakers that can present on the mentioned topics.

8.5.3 *Other* – Committee members suggested a focus on the new library building for Fall 2022. M. Smith will ask librarians for potential speakers.

## 9. Announcements

9.1 *No Announcements*

## 10. Adjournment

S. Gorospe-Kaushal motioned to adjourn the meeting; H. Watson-Perez seconded the motion; meeting adjourned.

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

September 2  
September 16  
October 7  
October 21  
November 4  
November 18  
December 2