

8.3 Faculty Contract Article 19.8.1.C – The faculty contract states that school meetings are required for full-time instructors as part of campus professional activities. The committee agreed this indicates school meetings do not count as Flex credit for full-time faculty, so FT faculty should not be marked in attendance for regular school meetings. However, School meetings on designated Professional Development Days count as Flex credit for all faculty.

8.4 Fall 2021 Professional Development

8.4.1 Retrospective – M. Smith presented a summary of attendance, with SLO Assessments had the highest attendance. There were some issues when entering attendance that need to be fixed, i.e. attendees entered into the system are not showing up.

8.4.2 Duration in Zoom – Zoom reports show the duration of participant attendance. This raises the question, “How much time should count to get credit?” The committee discussed different scenarios and members expressed concerns. The final consensus is that everyone should get full credit if they showed up.

8.5 Professional Development System

8.5.1 FAQs – FAQs are regularly added to the discussion board. There is also work on “guides” to help users and presenters (“instructors”) through basic functions including registering for sessions and marking attendance.

8.5.2 Tutorial Videos – M. Smith is posting videos into Stream, a secure site to protect potential proprietary content.

Other topics regarding the PD system:

- Weekly email digests sent out every Monday morning.
- Participants need to submit surveys to get credit.
- Temporary employees are not in the system.

8.6 Spring 2022 Professional Development

8.6.1 [Hollaback!](#) Bystander Training – M. Smith met with Hollaback! representatives last week. This organization can possibly hold 3 sessions in spring. They offer a 15% discount for 3 training sessions. One 1-hour training is \$2,450 so the total for 3 trainings to \$7,350. However, sessions are free for individuals. It was recommended that we advertise the free sessions and have participants submit the External Training form. Another option is to partner with other colleges to share the cost. An advantage to paying for the sessions is that we can select specific sessions on preferable times/dates and also obtain lists of participants. The consensus of the committee is to first promote the free sessions before committing to paid sessions.

8.6.2 *Other sessions?* Counseling is planning another retreat and possibly a session to discuss transfer degree requirements. The committee also discussed the need for general information sessions about upcoming changes, e.g. ethnic studies and course numbering (AB 1111).

9. Announcements

9.1 *New Learning Modules: Diversity, Equity, and Inclusion* – “*I Don’t See Color, I Just See People*” and “*Playing Behind the Screen*” are modules focused on equity, included in the most recent email digest.

10. Adjournment

N. Cittadino motioned to adjourn the meeting; meeting was adjourned at 3:51pm.