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## **AGENDA**

- I. Call to order
- II. Roll Call
- III. Persons wishing to address the committee  
**Description:** Members of the public shall have an opportunity to address the committee either before or during the committee's consideration of each item of business to be discussed at regular or special committee meetings.
- IV. Changes to agenda order
- V. Consent Calendar
  - A. Approve the regular meeting minutes of December 12, 2025
- VI. Information / Discussion
  - A. PDP Survey Spring 2026  
**Description:** the committee will revise survey questions from the November 2024 survey and approve new survey for Spring timeline distribution.
  - B. Fall Flex Plan  
**Description:** the committee will discuss the plan for Fall Flex with the goal of having the workshop schedule finalized before the end of Spring semester.
- VII. Reports
  - A. Aaron Roberts / PDP Coordinator
  - B. Erica Duran / Joyful Teacher
  - C. Israel Pastrana / DEqCC Chair
  - D. Jim Julius / MOE Chair



**Professional Development Program**

December 12th, 2025

Hyflex Meeting - Room 3504

1 Barnard Drive, Oceanside, CA 92057

**UNOFFICIAL MINUTES**

- I. Call to order  
Roberts called the meeting to order at 11:35am.
- II. Remote Member Attendance  
Duran and Green were approved to attend remotely under one of the Just Cause provisions of AB2449.
- III. Roll Call  
**Present:** John Makevich, Israel Pastrana, Aaron Roberts, Jim Julius, Rica French, Zika Perovic, Bruce Hoskins, Lynn Trzoss, Brian Page.  
**Absent:** Ansina Green, Erica Duran, Ghada Osman.
- IV. Persons wishing to address the committee  
None.
- V. Changes to agenda order  
None.
- VI. Consent Calendar
  - A. Meeting minutes of November 14, 2025  
**Description:** Approve the regular meeting minutes of November 14, 2025  
Consent item A was pulled for discussion. Minutes were approved by unanimous consent.  
**Discussion:** Members voted on an amendment to the November 14th minutes to approve Ghada Osman as present during roll call since she emailed the committee fifteen minutes before the meeting expressing a student emergency.
- VII. Information / Discussion
  - A. AP 7160: Professional Development  
**Description:** The PDP committee will share our thoughts an

*recommendations on AP 7160: Professional Development. The AP will be revised by our college to match the recommendations from the October CCCCCO memo for professional development. PDP, representing the Academic Senate's purview over faculty professional development, will conduct an initial review and provide recommendations in advance of this revision process.*

**Discussion:** *Roberts* provided updates on the job description for the proposed Director of Professional Development & Training position. Members were provided with context indicating that faculty and administration had reached some alignment with regards to the job description which was viewed as infringement upon faculty's professional development. Two key assurances were noted: (1) faculty will retain full autonomy over their professional learning, and (2) the Office of Instruction would provide a transparent and publicly accessible webpage documenting the historical development of professional development structures and related governance work at the college.

*Julius* referred to the Community College League of California (CCLC's) administrative procedure template, noting its most recent update in Fall 2024, and advised the committee to focus on local language revisions, as the statewide requirements will most likely be incorporated by the CCLCs template when updated. *French* added that AP 7160 should remain concise and avoid excessive specificity. She advised removing fixed references such as "10 FLEX days" to ensure the procedure remains adaptable to future negotiations and does not require frequent revisions. *Roberts* shared insights from a recent conversation with Palomar College's professional learning coordinator and (NCHEA) Director describing their professional development structure as a potential model for enhancements to the future of FLEX at MiraCosta.

#### B. Flex Days Planning Work

**Description:** *The committee will review submissions for Flex Days Spring 26 and do collective work to plan and organize the Flex Schedule.*

**Discussion:** *Roberts* shared that he received thirty workshop proposals, not including Thursday's Celebration of Teaching event which will have twelve different presenters. He noted the Sciences missing from the workshop schedule and asked if Lynn Trzoss would be interested in hosting a workshop to showcase the sciences. Members shared ideas and recommendations for professional development programming with one creative idea to be explored – a Brew Tech Tour as a post-Celebration of Teaching Day activity (Makevich)

Another idea was a student presentation panel to be posted to the Canvas shell (Osman). Faculty were also encouraged to submit proposals for the NCHEA AI Conference hosted by Palomar College. Continued updates to the C3 Teaching and Learning Center website and coordination of equity-focused Flex sessions (*Duran, Pastrana*). Accessibility training and Title II compliance sessions to be offered through MOE (Julius).

VIII. Reports

A. Aaron Roberts - PDP Coordinator

Encouraged members to consider submitting a workshop for the upcoming NCHEA AI Conference, and to connect with other faculty on attending. More details to be shared in February.

B. Erica Duran - Joyful Teacher

*Duran* expressed a goal that she is working on in the C3 Teaching and Learning Center, noting that it is a space that should be separated from Joyful teaching, and unbranded from one specific person. She often pulls from faculty leaders' work to highlight how much behind the scenes is going on aside from governance spaces in her Joyful Teacher newsletter. *Osman and Duran* are working together on a COP development focused on supporting faculty during burnout and preventative actions or tips to support faculty before burnout.

C. Israel Pastrana - DEqCC Chair

*Pastrana* shared the latest that DEqCC is focused on, to include an Indigenous Symposium workshop during Spring Flex Week to collect feedback on how the day went in the Fall. How will DEqCC continue to support Flex Week – in the context of an HSI. Black Student Success Week that happens in April. Covering equity in the Futures Plan, Affinity Spaces. The history of DEqCC and its purpose, what it is not – it was and will remain a space for faculty of color.

D. Jim Julius - MOE Chair

*Julius* will offer a hyflex teaching panel to address accessibility for faculty during Flex week. The Title II deadline on Accessibility will come full circle in April '26 and will impact all public facing websites to include everything in Canvas for students. MOE in collaboration with Student Accessibility Services (SAS) is ramping up its efforts to inform faculty and provide online workshops, tools and spaces to support everyone in meeting federal compliance.

C. Adjournment

Roberts adjourned the meeting at 1:32 p.m.

# Flex Planning Survey

This survey is designed to identify the professional development needs and wants of MCC faculty members. We thank you for your willingness to aid the Professional Development Program committee in the planning of flex events.

1. What is your position at MCC?

*Mark only one oval.*

Full-Time Faculty

Associate Faculty

2. How do you usually complete your professional development?

*Mark only one oval.*

1   2   3   4   5

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Entirely      Entirely attending MCC Flex events

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3. What modality is most appealing to you for Flex workshops and activities facilitated by MiraCosta colleagues?

*Mark only one oval.*

Online live

Online recorded/asynchronous

In person

Depends on the topic/format of the activity

4. When do you complete most of your Flex obligation?

*Mark only one oval.*

- During Flex Week
- During the regular semester
- At the end of the regular semester

5. For live Flex activities offered in-person and/or online during the semester, which days and times typically work for you?

*Check all that apply.*

	Early to mid-morning	Mid- to late-morning	Mid-day/lunch time	Early to mid-afternoon	Mid- to late-afternoon	Evening
<b>Monday</b>	<input type="checkbox"/>					
<b>Tuesday</b>	<input type="checkbox"/>					
<b>Wednesday</b>	<input type="checkbox"/>					
<b>Thursday</b>	<input type="checkbox"/>					
<b>Friday</b>	<input type="checkbox"/>					

6. What topics would you like MiraCosta to offer as professional learning opportunities during the semester?

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7. What topics would you like MiraCosta to offer as professional learning opportunities during Flex week?

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8. What topics do you prefer to access outside MiraCosta for your professional learning ?

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9. For a topic of interest to you, how likely are you to participate in a professional learning opportunity with repeated meetings and/or asynchronous activities across several weeks or even an entire semester, such as a community of practice, or a professional development "course"?

*Mark only one oval.*

- Very likely
- Would consider it
- Unlikely
- Never

10. If MiraCosta offered noncredit professional learning courses, with completion certificates which count toward salary advancement, which of the following would be true for you?

*Mark only one oval.*

- I would consider enrolling in a course if the topic was of interest
- I would probably not be interested in a course like that

11. If you might be interested in a professional learning course offered by MiraCosta with a completion certificate, which of the following formats would you be willing to consider?

*Check all that apply.*

	~2 hrs/week	~5 hrs/week	~8 hrs/week	~10 hrs/week
<b>4 week course</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>6 week course</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>8 week course</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>12 week course</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>16 week course</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. Is there anything else that you'd like to let the PDP Committee know

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