



Professional Development Program (PDP)

Regular Meeting - September 12, 2025

11:30am - 1:30pm

Hyflex Meeting - Room OC3504

1 Barnard Drive, Oceanside, CA 92057

Join Zoom Meeting: <https://miracosta-edu.zoom.us/j/81413279739>

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AGENDA

- I. Call to order
- II. Remote Member Attendance
Description: *PDP will consider remote participation of members under the provisions of AB2449, if any.*
- III. Roll Call
Introduction of new members
- IV. 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.*
- V. Changes to agenda order
- VI. Consent Calendar
A. [Approve the minutes of the Regular Meeting of May 9th](#)
Description: *Approve the minutes of the May 9th PDP meeting.*
- VII. Action Item/First Read
A. [PDP Committee Service Expectations](#)
Description: *Committee member roles and expectations will be outlined based on the identified need to provide greater clarity and support for effective participation. The expectations draft can be found on [this document](#).*
- VIII. Action Item/ Second Read (Vote Required)
Description: *None*
- IX. Information / Discussion
A. Taskforce Development
Description: *Discussion will focus on creating two taskforces to support the ongoing work of PDP. The first will review past surveys, audits, and transcripts to develop meaningful data points and identify trends. They will also provide narrative history for PDP and our decisions. The second will look ahead to program design, including workshops, calendar decisions, mini-conferences, and the overall direction of PDP for Spring and beyond.*

B. Defining Taskforce Teams / Developing Workflows

Description: *Taskforces will convene and determine when they will meet together to complete work each month, how they will divide up the work, and create the timeline for completing and reporting out the work.*

X. Reports

- A. [Aaron Roberts - PDP Coordinator](#)
- B. Erica Duran - *Joyful Teacher*
- C. Israel Pastrana - *DEqCC Chair*
- D. Jim Julius - *MOE Chair*

On September 13, 2022, California Governor Gavin Newsom signed California Assembly Bill 2449 (AB 2449) into law. This bill changes remote attendance rules under Ralph M. Brown Act's open meeting laws. With an effective date of January 1, 2023, AB 2449 imposes four periods of differing rules on remote access to, and member attendance of, local agency public meetings under the Ralph M. Brown Act (Brown Act). Further, a state of emergency is no longer in effect and so governing bodies will now meet in person with the possibility of approved remote attendance. The public may observe the meeting remotely or in person and offer public comment. A link for remote viewing or calling in is noted on the agenda. Therefore, Academic Senate and its subcommittee meetings will be held in person with a Zoom link available. If you wish to attend a meeting and you have another disability requiring special accommodation(s), please notify the Academic Senate Administrative Assistant at 760-795-6873. The California Relay Service (CRS) is available by dialing 711, or 800-735-2929 or 800-735-2922 for English or 800-855-3000 for Spanish. In compliance with Government Code section §54957.5, nonexempt writings that are distributed to a majority or all of the MiraCosta Community College District, Academic Senate and its subcommittees in advance of their meetings, may be viewed at the Office of the Academic Senate President, One Barnard Drive, Oceanside, California, or by clicking on the Academic Senate's Committees website at <https://www.miracosta.edu/governance/academic-senate/committees.html>. Such writings will also be available at the meetings. In addition, if you would like a copy of any record related to an item on the agenda, please contact Arielle Locke, Administrative Assistant to the Academic Senate President, at 760.795.6873 or by email at alocke@miracosta.edu. Audio recordings of meetings may be available upon request. Please contact the MiraCosta College AS President's Office 760-757-2121 x6213 or email Arielle Locke, Administrative Assistant to the Academic Senate at alocke@miracosta.edu.



Unofficial Minutes

- I. The meeting was called to order at 11:41am.
- II. Remote Member Attendance
Description: *PDP will consider remote participation of members under the provisions of AB2449, if any.*
No member requested remote attendance via AB2449.
- III. Roll Call
Members present: Roberts, Ignato, Sullivan, Hoskins, Page, Eggelton, French, Coronado.
Members absent: Julius, Greene, Petri
Online: Hilde
- IV. Persons wishing to address the committee
None.
- V. Changes to agenda order
A request was made to change the agenda order to allow discussion of the academic calendar ahead of Flex Week 25.
- VI. Consent Calendar
A. Approve the minutes of the Regular Meeting of April 11th.
By unanimous consent the calendar was approved.
- VII. Reports
A. *PDP Coordinator - Roberts*
Roberts discussed plans for the upcoming summer, including a Flex Week Kickoff Event scheduled for Monday, August 11th. There was an ask for committee volunteers to be present to engage with faculty colleagues and help support the professional learning event stations, in addition to updating the team document with Flex resources, workshop and conference ideas for Fall.

B. *C3-Sullivan*
Sullivan shared that the incoming Joyful Teacher is Erica Duran and noted the work that she is already doing behind the scenes. A few new colleagues will be joining the PDP Committee as a few are leaving to take on new roles.

C. *Online Education - Julius*
Absent. No report given.

D. *DEqCC - Eggelton*
Shared updates on the cultural competency conference and specific workshops that are in development. Mentioned the need for additional funds to support speaker engagement. Xuchi will not be the DEqCC Chair, but will continue to serve on the

committee. Dennee shared that there will be eleven (11) new Full-time Faculty and one (1) Part-time.

VIII. Information / Discussion

A. Calendar Collaboration Taskforce AAC/PDP - Roberts

Description: After receiving new information about the options available for the upcoming 26/27 academic calendar, members from PDP will discuss and revise our recommendation for the AAC calendar task force.

Committee members discussed the Academic Affairs Committee's (AAC) final recommendation regarding the academic calendar and the forwarding of two options to the Academic Senate. One committee member expressed direct opposition to the Fall calendar option presented, stating it does not reflect PDP's original recommendation and interrupts instruction. Other members raised related questions about the rationale for placing Flex on certain days and voiced concerns about disruption to instruction, particularly for short-term courses. At the same time, members noted that both options remain consistent with the current flex day placement model and acknowledged that this represents a significant institutional change. Some highlighted the value of community-building opportunities offered by Flex days, while others emphasized the need for a guiding philosophy and multi-year data collection to reduce recurring debates. Examples from other colleges, such as Long Beach City College, were shared to illustrate how distributed Flex models have been implemented elsewhere. The committee did not take formal action but recognized that the Academic Senate's vote on the calendar will be critical. Members agreed that additional data and continued dialogue will be necessary as the campus transitions into this new model.

IX.

B. Flex Week 25

Description: This is our collective work preparing for Fall Semester Flex Week August 8-14, 2025. The committee will determine a mid-semester Flex Lite day, discussion on Monday kick-off and targeted recruitment for Flex workshops.

Roberts provided an update on Flex Week workshops, noting that nine sessions have been submitted to date. Committee members were encouraged to continue contributing to the shared Google document, Building Flex Week 25, and to assist with adding relevant resources. Roberts reported strong faculty engagement, with most invited presenters confirming their participation. He also highlighted the creative marketing efforts underway, including a drip campaign launching the first week of July, and invited committee members to record short videos in support of the campaign.

X. The meeting adjourned at 1:20pm

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Professional Development Program

(PDP) May 9, 2025

11:30am - 1:30pm

Hyflex Meeting - Room OCT250

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Academic Senate's Committees website at <https://www.miracosta.edu/governance/academic-senate/committees.html>. Such writings will also be available at the meetings. In addition, if you would like a copy of any record related to an item on the agenda, please contact Arielle Locke, Administrative Assistant to the Academic Senate President, at 760.795.6873 or by email at alocke@miracosta.edu. Audio recordings of meetings may be available upon request. Please contact the MiraCosta College AS President's Office 760-757-2121 x6213 or email Arielle Locke, Administrative Assistant to the Academic Senate at alocke@miracosta.edu.

Professional Development Program Committee Member Service Expectations

Version:

- 1. September 4th 2025 (Draft)*
- 2. September 12th PDP Meeting First Read*

Background and Purpose:

This committee governing principle is designed to help clarify membership roles and expectations around support and effective participation in the Professional Development Program Committee (PDP). Historically, there is no policy or principle that shapes how members can participate in shared committee governance as members of PDP. The result can be confusion for how to engage and a disproportionate share of work for a few members. The aim of this principle is to maintain the autonomy of committee members but also clearly outline expectations that need to be met each semester.

Committee Member Service Expectations:

To remain in good standing, PDP Committee members shall be expected to be actively engaged in preparing for, recruiting for, organizing, or presenting professional development opportunities for the college. This service expectation can be met in several ways outlined in the following list:

- Prepare and present workshops
- Recruit presenters of workshops
- Create asynchronous PD activities on Canvas
- Organize the schedule of activities for Flex Days
- Coordinate with department chairs for Flex Days planning
- Coordinate with other AS subcommittees for Flex Days planning
- Serve as a Lodestar for a new faculty member