



**Professional Development Program Regular Meeting  
Friday, March 12, 2021 ~ 11:00am – 1:00pm  
ZOOM Meeting Information Below**

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## **AGENDA**

- I. Call to Order
- II. Roll Call
- III. Individuals Wishing to Address the Committee (*on items not on the agenda*)  
*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, including closed session items. In addition, with limited exceptions, the committee will provide an opportunity at regular meetings to address the committee on any other item of interest which is within the subject matter jurisdiction of the Professional Development Committee. In order to efficiently manage the business of the committee, the committee chair may limit the amount of time allocated for public testimony for each individual speaker to three (3) minutes, and to limit the total time allocated on a particular issue to fifteen (15), unless waived by the committee (pursuant to Board Policy 2345). Decorum is to be expected by all members of the committee and public as outlined in Board Policy 2355.*
- IV. Changes to Agenda Order
- V. Consent Calendar
  - A. Regular Meeting February 19, 2021
- VI. Reports
  - A. Coordinator– *Hoskins*
  - B. C3 – *Davis*
  - C. Online Education – *Julius*
  - D. NCHEA – *Hastings*
  - E. DEqCC – *Murico*
  - F. Other reports
- VII. New Business  
No new business at this time.
- VIII. Old Business  
No old business at this time.
- IX. Information / Discussion
  - A. Joyful Teacher in Residence – *Davis*  
Description: *As his two-year term comes to an end, Sean Davis, C<sup>3</sup> Teaching & Learning Center Joyful Teacher in Residence, will summarize his experience and vantage point regarding this position.*
  - B. 5<sup>th</sup> Friday event, April 30<sup>th</sup> Update – *Julius*  
Description: *Jim Julius will present an update regarding planning for the 5<sup>th</sup> Friday event of April 30<sup>th</sup> with guest keynote speaker, Michelle Pacansky-Brock, Humanizing Online Teaching and Learning advocate and @One trainer.*
  - C. Organizing and Connecting PDP – *Burman*  
Description: *After seeing a considerable number of professional events occur without PDP input, we wanted to discuss the need to keep PDP at the center of professional learning for faculty.*
- X. Adjournment

An executive order issued on 3-18-20 by the Governor of California indicated that the requirements for having a physical space for meetings has been waived due to the coronavirus (COVID-19). Meetings will be held remotely until further notice. The public may observe the meeting and offer public comment. A link for remote viewing or calling in is attached to top of the agenda.

Therefore, the Professional Development Program committee meetings will be held via Zoom. If you wish to attend the meeting and you have another disability requiring special accommodation, please notify the Professional Development Program committee Administrative Assistant at 760.795.6873 or 760.757.2121, extension 6873. The California Relay Service (CRS) is available by dialing 711, or 1-800-735-2929 or 1-800-735-2922.

In compliance with Government Code section 54957.5, nonexempt writings that are distributed to a majority or all of the MiraCosta Community College District Professional Development Program committee in advance of their meetings may be viewed at the Office of the Professional Development Program Coordinator, One Barnard Drive, Oceanside, California, or by clicking on the Professional Development Program's website at <http://www.miracosta.edu/instruction/pdp/index.html>. Such writings will also be available at the Professional Development Program committee meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Debby Adler, Administrative Secretary to the Professional Development Program Coordinator, at 760.795.6873 or by email at [dadler@miracosta.edu](mailto:dadler@miracosta.edu).



## UNOFFICIAL MINUTES

- I. **Call to Order** – The meeting was called to order at **11:33am**.
- II. **Roll Call**  
**Members Present:** Anna Alessi, Tony Burman, Sandy Comstock (administrator), Sean Davis, Rica French, Bruce Hoskins (coordinator), Dominique Ingato, Jim Julius, Serena Mercado, Lynne Miller, Leslie Nemour, Brian Page, JahB Prescott, Aaron Roberts  
**Members Absent:** Angelito Della Cruz, Rachel Hastings  
**Others Present:** Jeff Murico, James Garcia
- III. **Individuals Wishing to Address the Committee** – None.
- IV. **Changes to Agenda Order** – None.
- V. **Consent Calendar**  
A. **Minutes of the Regular Meeting December 11, 2020**  
The Consent Calendar was approved by unanimous consent.
- VI. **Reports**  
A. **Coordinator**– *Bruce Hoskins*  
PDP Coordinator, Hoskins mentioned the passage of a Resolution at the Academic Senate meeting for the creation of an Ethnic Studies Department.  
B. **C3** – *Sean Davis*  
C3 Teacher in Residence, Davis noted the Cultural Curriculum Collective which will conclude at the next semester. Faculty are revamping their courses through a DEI and CC lens. In February, finished Area 3 which focused on syllabus and development of more inclusive assignments including workshops to help with assignment development. Will be moving forward into classroom experiences in Area 4.  
The 3-2-1 newsletters will be released on a regular basis.  
In collaboration with Jim Julius and the instructional designer, they are developing the Joyful Teacher Canvas shell as a resource for faculty and deciding what will best fit in that space. The MOE workgroup is revising class quality guidelines and will link to several places including this course shell with samples of syllabi language and more. Hopefully, this will be available by the end of the spring semester. This will be a limited space initially but could grow over time and is open for discussion. At the next PDP meeting, Davis is being asked to summarize his experience and vantage point to give feedback as to what PDP can do to advocate for the position of the C3 Joyful Teacher in Residence. Davis noted he would continue the position as long as he could but if he passes it on, he would like it to move on responsibly. Comstock indicated she could put this on the next agenda for the Dean's meeting to discuss the position.  
C. **Online Education** – *Jim Julius*  
OE Coordinator, Julius noted design specialist, Lisa Boswell, is designing the teaching and learning course around MOE guidelines. If some of the video examples relate to that, they could be included in that space.  
Planning is underway for the 5<sup>th</sup> Friday in April to have a day to celebrate efforts during this last year, especially with regard to online education and ensuring equity is part of this but recognizing there is a lot more work to do. Michelle Pacansky-Brock who has been doing work on Humanizing Online Teaching and Learning for quite some time and is part of @One, has agreed to do a keynote talk that day. By then we may have the Joyful Teacher resource available. Davis and Julius want to engage students with a student panel to share their experiences with online education. Also reaching out to DEqCC and PADE. If PDP has some desires or recommendations at this 5<sup>th</sup> Friday event it can be

discussed now or at the next meeting or reach out to Julius and Davis. Would like to have this as an agenda item for next meeting.

**D. NCHEA – Rachel Hastings**

NCHEA Coordinator, Hastings was not present for the meeting.

**E. DEqCC – Jeff Murico**

DEqCC Representative, Murico took a moment to thank all who attended the guided pathways workshop and those who helped to facilitate it. They tested some new technology and are in the stage of debriefing and looking at surveys for feedback in planning events for the next Flex week.

**F. Other reports**

Tony Burman noted he had sent a document at the end of last meeting including to think of a way to organizing and connecting PDP with other spaces. Will bring this back as an agenda item.

**VII. New Business**

No new business at this time.

**VIII. Old Business**

**A. PDP Job Description – Bruce Hoskins**

New positions and structural issues make it necessary to revisit the PDP job description. This comes back to the PDP committee for further discussion along with input from previous PDP Coordinators. A document was shared describing the PDP Coordinator job description and recommendations moving forward. The biggest part of the job and demands the most attention is creating the Flex calendar. It is not just cutting and pasting the workshops but also about communicating with a lot of people and recruiting people to facilitate workshops.

The most contentious issue for the job description is the NCHEA rotating duties. This needs to be resolved with regard to what this position looks like.

Currently there is 40% reassigned time for a two-year term.

The first recommendation is keeping it the same with an extension to 3-years because of the NCHEA monthly obligation. There is an obligation for this position to become the chair of NCHEA within the two-year rotation among the three colleges. This position cannot be a two-year term if we keep the NCHEA obligation. The 40% reassigned time is okay except for the NCHEA obligation. The NCHEA obligation without more reassigned time is not adequate.

Recommendations #3 and #4 go into a different direction to entertain some kind of permanence to this position vs. rotation. This would be an institutional change; however, the committee could recommend the institution consider this position be permanent.

It was asked what the hurdles are for getting extra reassigned time in recommendation #2. Academic Senate would have to negotiate with the Faculty Assembly for more reassigned time to use or receive. Although, Administration is not very friendly when it comes to increasing reassigned, they did find it for the current NCHEA coordinator at 20%.

When asked, Hoskins and Davis agreed that the two positions of PDP Coordinator and the Teacher in Residence remain separate.

Tony Burman – wondering the history of NCHEA and its relationship with MCC. Is there institutional buy-in.

Discussion ensued as to how important NCHEA is to MCC and should it be revisited. If PDP agreed to go with recommendation #2 are they able to do that or who makes that final decision? This would have to go through AS with a recommendation on their agenda. PDP has no power to make that decision but can make a recommendation. If PDP removes the NCHEA element then AS can put the position out for a committee assignment. Making this recommendation would open it up to administration regarding NCHEA. Administration is very supportive of NCEAH but faculty has the right to not be the chair of NCHEA. French noted that you have to be careful separating PDP and NCHEA, not wanting it to affect the PDP coordinator reassigned time and duties if something were to happen whereby NCHEA was no longer a part of MCC or otherwise. It was suggested that if a PDP coordinator also wanted to be the NCHEA lead, they could be assigned the additional 20% for a total of 60% reassigned time to do both individual jobs.

Asked for thoughts about no term limit versus it being a permanent position.

It was noted that recommendation #3 of just the PDP coordinator position but could also extend to NCHEA position, is simply an add-on to recommendation #2. However, instead of permanent, make it

so there is not a limit on renewing the term. It was recommended that when presenting the argument to AS, it should be said that the committee strongly supports this because and then list reasons why this is right and why AS should be okay with the recommendation. It was agreed that PDP will bring the combination of recommendations #2 and #3 to Academic Senate moving forward.

## **IX. Information / Discussion**

### **A. PDP Coordinator – Bruce Hoskins**

The PDP coordinator term is coming to an end this semester. Suggestions for a new coordinator will be discussed. If anyone is interested in being the PDP coordinator, they should inform Hoskins. Challenge is what happens with the recommendation moving forward. If AS and administration insist that the PDP coordinator also be the NCHEA chair at only 40%, it could also make a difference.

French sees the PDP coordinator position in five aspects:

- 1 PDP and NCHEA – conjoined or separated – PDP coordinator will need to be, at least, a NCHEA liaison.
- 2 There is a job to be done locally, in terms of administering the program.
- 3 Forming the connections with other programs and people and resources on campus. This is still local, for example, with the Joyful Teacher.
- 4 A job to be done in terms of what the MCC administration insists be done by the PDP coordinator.
- 5 The job that comes down from the state Chancellor's Office suggesting that if your campus is implementing a Flex program, this is what you have to do.

Therefore, it is hard to sell it to faculty right now in terms of the NCHEA piece and the VRC piece. They need to be aware and the measure of uncertainty of these aspects regarding the position.

### **B. Vision Resource Center (VRC) – Bruce Hoskins, Jim Julius, Rachel Hastings, Debby Adler**

After a two-day training, Adler, Hastings, and Julius learned a lot about the VRC system that faculty/PDP need to consider. Discussion will begin concerning the faculty role/expectation concerning the implementation of the VRC system and whether they will be part of this application.

Adler and Hoskins met previously to discuss how they feel about using the VRC system. For all the benefits that Julius laid out, they on board. A major concern is about who will be responsible for building and maintaining MCC offerings. It's a lot to ask of the PDP coordinator, who has taken this on at most campuses. It is also a lot to ask of our administrative support.

Julius's concerns about re-orienting the current method of tracking FLEX to using and understanding the VRC would be a major shift that would take some persuasion. While we would be able to house our PDP offerings in an effective way, it does take away from our current flexibility in how each individual goes about achieving their flex hours. The goal is to put PD under a single umbrella for all constituent groups with VRC. Julius, made it clear that they do not want to control what is offered but it is a mechanism to unify the logistics in one place. Workshops will not only be offered from the Chancellor's Office but also from your own campus. The calendar will potentially display PD from other places for a one-stop shop. The system is a nice system that will automate a lot of things we are not doing now. This is a full-blown PD system that was developed for a corporate world in regards to compliance training and so there is language baked into it that is a little weird. It can make things easier and open up a diversity of resources. The biggest issue Julius sees is that the workshops and resources administered have a fixed amount of time associated with them and attendance will be "taken" before the time is put on one's transcript. In addition, however, there is a system for self-reporting. It was noted that PD is part of the 10+1 primacy which gets lost in this. PDP also worked hard to move away from the micromanaging system which could put us back to an approval process. There are pros and cons. This is information. The next coordinator will have to make that decision. PDP should also meet with the Cornerstone representative to further explore our concerns. We are in exploration mode and do not have to make a decision this semester. Hoskins, Julius, Hastings, and Adler will meet with Charlie Ng.

It was further noted that if faculty do not implement this when other constituent groups do, that some decisions may be made that we regret not having been part of. Adler has to learn the system in the event faculty do jump on board since she would be an administrator. This is extra work for her. Julius suggested that when meeting with Charlie, they request a meeting with the Cornerstone consultant for more clarification regarding some of the issues being brought forward.

## **X. Adjournment – The meeting adjourned at 1:31pm.**