



**Professional Development Program Regular Meeting
Friday, April 9, 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 March 12, 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
 - A. Supporting Professional Development Programs – *mittchell, Figueroa (Time certain 11:00am)*
Description: curry mittchell and Maria Figueroa will share information about two professional development programs planned for the end of spring semester and the beginning of summer. In particular, they are asking for support for a mentorship program within the Letters Department – a program that might also be adopted college-wide for all MiraCosta departments that emphasizes developing asynchronous teaching techniques with a focus on discipline expertise.
- VIII. Old Business
No old business at this time.
- IX. Information / Discussion
 - A. PDP Committee: who are we now? – *Hoskins*
Description: Creating the Joyful Teacher position caused the PDP committee to rethink who we are and what we do. We will decide if we need to make a recommendation to Academic senate about the composition of this committee.
 - B. Academic Calendar and Flex Week – *Hoskins*
Description: The PDP committee will discuss how the possible changes to the academic calendar could affect how Flex week is scheduled. There will be further discussion as to whether the committee wants to make any changes to the themes of each day of Flex week.
 - C. Debrief with Denise – *Stephenson (Time certain 11:30am)*
Description: Denise Stephenson will discuss and debrief the committee about the anti-racism workshop series she facilitated.
- 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.



UNOFFICIAL MINUTES

- I. **Call to Order** – The meeting was called to order at **11:01am**.
- II. **Roll Call**
Members Present: Anna Alessi, Tony Burman, Sean Davis, Rica French, Rachel Hastings, Bruce Hoskins (coordinator), Dominique Ingato, Jim Julius, Lynne Miller, Leslie Nemour, Brian Page, Aaron Roberts
Members Absent: Sandy Comstock (administrator), Angelito Della Cruz, Serena Mercado, JahB Prescott
Others Present: 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 of February 19, 2021
The Consent Calendar item A. was approved. Rachel Hastings abstained.
- VI. **Reports**
A. **Coordinator– Hoskins**
PDP Coordinator, Bruce Hoskins noted that he, Jim Julius, Sean Davis, and Debby Adler met with Charlie regarding the Vision Resource Center (VRC). He reminded the committee that currently, professional development hours are recorded on the honor system and there is no policing of activities done. Moving to the VRC system, there are definitely more checks. Ng understood and we will find out if the system is capable of that kind of recording of hours. There are good elements in the system. If the system can make it so it does not monitor what folks are doing, then it is a possibility. Hoskins will reach out to Ng for a follow-up meeting. Adler also noted that it is likely there is a way to simply self-report activities without having to take attendance at scheduled workshops. VRC will be used by the college; however, faculty will have a choice whether they want to use it or not. PDP will take the full responsibility by making a recommendation to AS. The concern is to protect the process as to how these types of things are chosen for the college. Discussion ensued regarding the process and the way MCC does things.
Was asked to expand on the Ethnic Studies (ES) information put out with the agenda and the reteach podcast series. The Sociology Department is working with OUSD to talk about ES and coming up with a plan. Through consultation, it was discovered that ES is much more than just content. People don't know what ES is, and so the reteach came to be. The 4th one in the series deals with what does teaching and learning look like through an ES perspective.
It was noted that there is a lot of money left in the travel budget. Maria Figueroa and Curry Mitchell have asked Julius and Hoskins for support from PDP regarding a proposal for the Letters Department. It was suggested the travel funds not being used could be directed in different ways while folks are not traveling. The Letters Department will come with a proposal by the next PDP meeting in order to vote on this. Adler will inquire as to whether or not funds can be moved from the travel budget to the general fund. It could be asked if this is something the committee is not opposed to that is a reasonable expenditure as opposed to something they support.
B. **C3**
Teacher in Residence, Sean Davis, will report in his presentation under agenda item IX.A.
C. **Online Education**
Online Education Faculty Director, Jim Julius had no report.
D. **NCHEA**
NCHEA Chair, Rachel Hastings reported that the last new event with NCHEA this year is a careers during Covid conference to take place next Thursday. She asked the committee to share this event

with students. There will be mini workshops such as learning how to interview. As well, a collection of volunteers to review resumes and reviewers to participate in mock interviews will be on hand.

E. DEqCC

DEqCC chair, Jeff Murico, not present. No report.

F. Other reports

Lynne Miller noted she is still working on videos and needs to figure out how to promote them. Would appreciate ideas and tips for other videos.

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

As his two-year term comes to an end, C³ Teaching & Learning Center Joyful Teacher in Residence, Sean Davis, summarized his experience and vantage point regarding this position.

Davis thanked a number of people for the opportunity and support during his time in this position.

The job changed significantly and there is a need to think about this as we look at the MOU. The summer hours were removed from the MOU but Davis was told it would still be there. A partnership with online Ed needs to be emphasized. Things may never be as they were and so whoever is in this position will need to be able to work side-by-side with Jim Julius. Also need to think about that this person is asked to be in many spaces on campus from student issues to campus-wide issues. Need to decide if we want them to be there or in the weeds facilitating workshops. It is difficult to do both and not as effective as if there is a clear vision as to where this position should be. The next coordinator is walking into a lot including VP of Instruction, Diane Dieckmeyer retiring and will be gone as of September, the transition back onto campus over the next two years, and the renovated and new physical space for the C3 although uncertain where it will be. Davis recommends the term for this position be, at least, a three-year term. After only two years, it feels like he is finally getting his footing and feels it was not enough time. Conversely, it is also good to have turnover with new and fresh innovative ideas. He highly suggests some kind of onboarding strategy for the next coordinator and Davis has volunteered his time to get the person prepared. A budget also needs to be allocated in a future MOU if this is going to continue. Five thousand dollars is the minimum needed which is now a verbal agreement but must be on paper moving forward.

Lynne Miller asked in a non-pandemic world, does the position need a tech-savvy person? Davis and Julius both feel that kind of expertise or, at least, some level of understanding of the online world, will be increasingly necessary. You can't divorce technology from teaching and learning at this point. If we think of more substance to the TLC, then there is a potential someone won't have strong technology, but they should feel confident that within their center there is the capacity. They don't have to be a totally seasoned online instructor but should be comfortable.

Discussed the difference between someone who has technology experience versus someone who does not and that this could be just as valuable for the position. Davis indicated a need for more input for the MOU regarding the job description. Originally, it was about the art of teaching and it is being reframed. Reminded everyone of Jim Sullivan's original vision when he created the position and TLC. Davis also announced he is applying for the position again but will be on sabbatical next spring. He will be co-applying with Dr. Rachel Hastings to take over during that time while on sabbatical.

B. 5th Friday event, April 30th Update – Jim Julius

Jim Julius will presented an update regarding planning for the 5th Friday event of April 30th with guest keynote speaker, Michelle Pacansky-Brock, Humanizing Online Teaching and Learning advocate and @One trainer. The event will celebrate what we have been doing over the last year and will provide opportunities to share what faculty have done and extend skills and knowledge. A variety of workshops will be offered. A save the date notice will be coming soon. Julius is looking for ideas for a name for this event.

C. Organizing and Connecting PDP – Tony Burman

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.

Tony Burman shared a document at this [LINK](#) which was an outgrowth of the November PDP meeting concerning where we would house PDP opportunities. He envisioned a homepage for PDP that values what was happening locally.

First – what is happening at MCC?

Then - break things out according to their ACP or discipline.

It was asked if this could be part of the VRC system.

From Davis's perspective, it looks like the TLC website. Perhaps C3 can become the homepage for everything and branch out to PDP and VRC from that homepage. He would like this to help build the website. When looking at these three sites, i.e. C3, PDP, and VRC, these can all link to each other. Want to make things as accessible as possible and then market it in order to get to the information. French suggested removing the idea of VRC as a central hub but rather look at the way things are done now. MyFlex is a tool to record PD activities and so VRC can be relegated as the same thing, i.e. as a tool. If we want the PDP coordinator to mesh with the Joyful Teacher and Julius's position, it is a good idea to look at all this together. If we will re-write the Joyful Teacher job description and it is reframed appropriately, PDP as a group, should discuss this together. All of these positions work together to support our community.

C3 will focus on teaching and learning

PDP is responsible for Flex

VRC for recording

It was asked if this whole conversation with C3 and PDP shifts so that C3 becomes a central PD educational enrichment thing for all of us and PDP is the administrative side vs. C3 as the experience side of things. Could PDP be used PDP as a liaison group potentially to do things for C3 such as a C3 taskforce? How best could we utilize the resources of PDP to support C3 and the faculty?

The PDP coordinator is still the administrator for Flex. Let the Joyful Teacher and the Joy Squad do the work that will give people joy. This position (PDP coordinator) needs to take on and fully embrace the administrative parts of the job. It was further asked if this is the direction we think we want to move in; does this not shape the conversations for describing the roles of the PDP coordinator and mesh with the C3 program?

The Joy Squad can be helpful and focus to celebrate, cultivate, and connect. This could impact the coordinator position. Hoskins will outline this and send it to everyone as a bcc so folks can connect with him individually. There is a desire to recruit for the Joy Squad. This has already shifted and the separation has already happened, so now we it needs to be written down.

Hoskins will address Academic Senate on the 3rd Friday of April with recommendations from the PDP committee.

X. Adjournment – The meeting adjourned at 1:07pm.