



Professional Development Program Regular Meeting
Friday, May 12, 2023 ~ 11:00am – 1:00pm
Hyflex room OC 3101 and ZOOM Link: information below
1 Barnard Drive, Oceanside, CA 92056

Join Zoom Meeting: <https://miracosta-edu.zoom.us/j/210696310>

Meeting ID: 210 696 310

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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
- IV. Individuals Wishing to Address the Committee (*on items not on the agenda*)
- V. Changes to Agenda Order
- VI. Consent Calendar
 - A. Approval of the Regular Meeting Minutes of March 10, 2023
 - B. Approval of the Regular Meeting Minutes of April 14, 2023
- VII. Reports
 - A. Coordinator – *Roberts*
 - B. C3 – *Davis*
 - C. Online Education – *Julius*
 - D. DEqCC – *Eggleton*
 - E. CCC – *Prescott*
- VIII. New Business
 - A. PDP Mission Statement and Charge — *Roberts*
Description: *The committee has been working on developing our new mission statement and charge. The current work in progress can be found on [this Google Doc](#). This is a first read.*
- VIII. Information/Discussion
 - A. Professional Learning Summit Reflection — *Roberts and all PDP members who attended*
Description: *Two weeks ago, MCC engaged in deep discussion of our professional learning offerings and structures. Members of the committee who were present will share their reflections, what we learned, and ideas for the future.*
 - B. Flex Call — *Roberts*
Description: *The Flex call needs to be sent out. However, we've learned a lot in recent weeks. This will be a chance to discuss how we want to proceed with a new Flex call temporarily as we revamp our systems/services.*
 - C. Team Time — *Roberts*
Description: *The committee will continue to work in small groups to build our PDP program resources. This time will be used to get into groups, discuss, plan, and work together.*
- IX. Adjournment

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 Further, a state of emergency is no longer in effect and so governing bodies will now meet in person with the possibility of approved remote attendance.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 Debby Adler, Administrative Assistant to the Academic Senate President, at 760.795.6873 or by email at dadler@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 Debby Adler, Administrative Assistant to the Academic Senate at dadler@miracosta.edu.



Professional Development Program Regular Meeting
Friday, March 10, 2023 ~ 11:00am – 1:00pm
Hyflex room OC 3101 and via ZOOM
in accordance with AB 2449: Information below
1 Barnard Drive, Oceanside, CA 92056

UNOFFICIAL MINUTES

I. Call to Order – The meeting was called to order at **11:09am**.

II. Remote Member Attendance

Description: *PDP will consider remote participation of members under the provisions of AB2449, if any.*

III. Roll Call

Members present: Giana Carey, Sean Davis, Xuchi Eggleton, Bruce Hoskins, Tricia Hoste, Dominique Ingato, Jim Julius, Lynne Miller, Brian Page, Zika Perovic, JahB Prescott, Aaron Roberts (coordinator)

Members absent: Anna Alessi, Rica French, Thao Ha

Attending remotely only: JahB Prescott

Others present: Ansina Green, Denée Pescarmona

IV. Individuals Wishing to Address the Committee (*on items not on the agenda*) – None.

V. Changes to Agenda Order – None.

VI. Consent Calendar

A. Approval of the Regular Meeting Minutes of February 10, 2023

The Consent calendar was approved by unanimous consent.

VII. Reports

A. Coordinator – *Aaron Roberts*

Next month, Prescott, Davis, Eggleton, and Julius will send in a written version of their reports by April 9th for the next meeting. They will provide a quick overview of their reports at the meeting, but written reports will be included with the agenda moving forward.

Three weeks ago, a group of faculty, administrators, and classified professionals attended the ATD conference. The time spent together as a group kickstarted a lot of discussion. They will be working with coaches and saw a future version of what one of the coaches was doing with another college and presented a model.

If anyone wants to be involved in these conversations other than in PDP, all are welcome to join. The main highlight noted was that it is time to begin collaborating more intensely with our classified partners. We have to start working with them rather than our own island of faculty. How can we leverage, and help classified gain what we have. The hope is to align with one another.

Committee composition – whatever your term is – consider what you want to do. If you want to talk more, his door is open.

B. C3 – *Sean Davis*

With news of Jim Sullivan as new Joyful Teacher, Davis is very happy someone else will be taking over with some new direction, new personality, and new programming.

Rick White was added to the team of the Higher Education series. This is a series of workshops with topics like How AI is Impacting Our Teaching and Learning.

A professional learning certificate program for faculty is currently being developed.

Another focus has been working with a team of folks in developing shared language for Hyflex teaching at MCC and addressing the unique challenges about how we do Hyflex. They have come to some consensus and a plan that defines the experience for students and leaving the door open to modify it as we move forward. Jim Julius produced a document for Academic Senate.

There are financial barriers for students and there is an opportunity for departments to talk with each other about how pathways are made up and how we can work together. Sociology is the pilot group for ZTC (zero textbook cost).

Davis thanked all for entrusting him with this work as the Joyful Teacher.

C. Online Education – Jim Julius

The Hyflex document is important and will be presented to AS next week. Julius had a good meeting with Jim Sullivan, Aaron Roberts, Leila Safaralian, and Sean Davis to discuss new PD ideas. MCC online mentors have adapted @One classes and will begin the first week of April. Look for information coming soon. This week was the first meeting of workgroup convened by Wendy Stewart on accessibility. They are looking for some advocate classroom faculty in this group. Reach out to Wendy if interested.

D. DEqCC – Xuchi Eggleton

DEqCC is in the stages of revising their mission. The CCC in the fall will be led by Luke Lara and Ghada Osman and will be in person.

E. CCC – JahB Prescott

CCC has been doing well this semester. At the February meeting, they talked about equitable communication with students. They had a presentation about ways we create equitable communication with our students. Also, had discussions on how data is reflected for both credit and noncredit faculty and looking at data trends. He has been preparing artifacts and ideas into the classroom. We are developing a final artifact archive for CCC. They are outlining the artifacts and relating them back to the data. Hopes this will be accessible to all. Implemented data coaching this semester. They have five members, four from the current cohort and one from the initial cohort. They completed the first round of pre-coaching meetings 1:1, in phase to adapt selective challenges and run through a protocol then setting goals for students to meet.

VIII. Information/Discussion

A. Committee Evaluation Tools – Roberts

Description: Governance body committees are being required to conduct evaluations this spring. Each committee will need to spend time in a regularly scheduled meeting to review and discuss (1) the charge and membership, (2) the effectiveness of the meetings, (3) committee participation, and (4) how subcommittees are working. PDP will take time to conduct evaluations and dialogue during this meeting.

Charge and membership:

The question was asked, what is the mission of PDP?

Discussion ensued.

Trying to help facilitate the PD work that people in the committee and outside of it are deciding this is what we need, and PDP helps to facilitate and coordinate it.

It has been more about Flex, setting up and travel, and less about creating workshops. Would like to do more creating of workshops.

Hoskins noted as a former coordinator, the committee is here to facilitate, but the model is ambiguous. A person has a lot of leeway to lead what they are passionate about. We are here to develop PD for folks on campus, but the coordinator gets time to work their vision. Roberts suggested that as long as committee can reflect and fill in the gaps of the coordinator, then that could work. Jim Julius offered that some have a perception that think PDP is a gateway to help them determine what is flex eligible. PDP is more of a hub than gatekeeping. Reports reflect that. Would like to reflect that in this report. Miller suggested is it time for a more formal decoupling. PDP inspirational vs. dry as dirt (DAD) administrator.

It was further suggested that the majority of people see PDP as the 'police,' i.e. when people say they want to make something flex-eligible. As a committee, PDP can emphasize they are not the police and that the faculty member is in control of their own PD. PDP is just here to help facilitate that.

When asked opinions about where to place PDP's charge and it was agreed we are somewhat effective. The committee part is effective. It was felt PDP is very effective with its charge from the website's three bullet points. No one wants to say we are very effective, but when thinking about the bullet points, there could be something that more clearly states, we are not the flex police but our charge is to empower and facilitate faculty finding the PD that is most relevant to them.

Could it be said that this is the mission now (the three bullets) but we would like to do more.

The third bullet point was questioned, and it was asked what 'sponsor' means.

The "effort" is much broader than a flex schedule.

Our job is not to create but to coordinate and facilitate these things, i.e. DEqCC, Online Education, Joyful Teacher. Do we really want a strict definition of what we want to do?

Roberts noted that this conversation is stopping our ability to do, but are we going to come back in April having done nothing. We haven't begun to do work. One of our charges is to revise the three bullets on webpage.

The committee agrees they want to do better but they are trusted. Imagine all PDP did was to manage the flex calendar

Aaron – our house is not reflecting what we want it to reflect.

When it was suggested committee members should work on the parts they volunteered for, it was asked if they should have regular subcommittee meetings. Perhaps at first to develop projects and then use full PDP meetings to report on what was done.

It was suggested to remove the word "effort" from the first sentence (in the first bullet).

Davis read AP7160 and suggested the committee use this as the mission of PDP.

It was further noted that in past years each captain (PDP Coordinator) put their heart into where the direction of PDP is going. There is a shared effort or goal that allows us to be creative, it is comprehensive and systematic. PDP is shifting the lang of the entire committee of having PD and Flex. We are on the forefront of this work. Give yourselves grace and move towards a collective effort of goals.

Hoskins offered that if you try to measure what we are by generating a product, but if you measure it with what should be to create, motivate, and empower. Roberts said it is not necessarily to measure in a product but there is stuff we need to fix, for example, Canvas and the mission on the webpage. Need to see what is there and improve it.

Julius noted that this evaluation is a good way to determine what we really want to do. AP7160 focuses on workshops. We might want to step back but need to get this right in this year and focus on things like Canvas next year.

It was further noted that during the first year, the committee is are just getting the handle on what you want to do and second year is when they can start to implement.

It was then suggested to think about:

What do you want PDP's charge to be?

What are we going to do in the next month?

What do we want to do when we come back in April?

It sounds like we want to change the mission on the webpage and revise it for next month. Can do this like the PL statements and share a Google doc. We will be able to vote on a solid mission in April.

B. Structured Professional Development—Davis

Description: *Joyful Teacher Sean Davis will update us on a new initiative for professional development that he is working on implementing.*

A C3 certificate program is being worked on. There are great courses using @One templates.

Thinking beyond that and developing courses as noncredit for faculty and taught by our faculty. Using College of the Canyons as an example.

Four classes being created now:

- Culturally Responsive Teaching
- Assessment Strategies
- (Just) Teaching
- Introduction to Online Teaching

Davis would like to recruit a small group of folks from PDP to help with the direction of this program and to introduce this to the campus.

The courses are part of a successful teaching and learning program. Many schools are leaning to this. Perhaps the courses can be used towards salary advancement. They can also account for Flex.

C. Team Time—Roberts

Description: *The committee will begin working in smaller groups to build our PDP program resources. This time will be used to get into groups, discuss, plan, and work together.*

Time did not allow for group time.

IX. Adjournment – The meeting adjourned at 1:00pm.



UNOFFICIAL MINUTES

- I. **Call to Order** – The meeting was called to order at **11:11am**.
- II. **Remote Member Attendance**
Description: *PDP will consider remote participation of members under the provisions of AB2449, if any.*
No members requested remote participation under the provisions of AB2449.
- III. **Roll Call**
Members present: Anna Alessi, Xuchi Eggleton, Rica French, Bruce Hoskins, Thao Ha, Tricia Hoste, Jim Julius, Brian Page, Denée Pescarmona (admin rep), JahB Prescott, Aaron Roberts (coordinator)
Members absent: Giana Carey, Sean Davis, Dominique Ingato, Lynne Miller
Attending remotely only: Zika Perovic, JahB Prescott
Others present: Denée Pescarmona
- IV. **Individuals Wishing to Address the Committee** (*on items not on the agenda*)
Denée announced that she is now
- V. **Changes to Agenda Order** – None.
- VI. **Consent Calendar**
A. Approval of the Regular Meeting Minutes of March 10, 2023
Approving the minutes of March 10, 2023, was tabled until the next meeting.
- VII. **Reports**
A. **Coordinator – Roberts**
Professional Learning Revamp
Our campus-wide conversations and efforts to revamp our professional learning systems are now escalating in good ways. The Academic Senate leadership, Leila and curry, will be hosting a two-day professional learning summit with me on April 25th and 26th. Faculty will spend part of the time mapping out all of our existing professional learning systems in a site-mapping process. We want to find connections, overlaps, gaps, and better understand what we offer here at MCC. Then, we will begin the process of designing and dreaming a new system drawing from the successes, struggles, and missed opportunities from our existing model.
We will invite a dedicated team of faculty for two sessions and open the room to all faculty for a large four-hour chunk of time where they can drop in, comment, add their suggestions, tell us what we've missed, and participate in the conversation. Along the way, we'll be thinking through some large philosophical questions about our work. This two-day event will be supported by coaches from Achieving the Dream who will be there to offer advice, talk through models at other colleges, and answer questions we have. We hope that you'll be able to join us! The goal will be to have a few working models for how we want to proceed with our organization of professional learning. More info to come, but book your calendars for the afternoon of April 25th and all day the 26th if you can make part/all of the events! It was further noted that there is a revamp for professional learning will bring together ATD coaches, administrators Wendy Stewart, Charlie Ng, and Denée Pescarmona, faculty curry mitchell, Leila Safaralian, and Aaron Roberts, and classified professionals Toni Sharp, Carl Banks, and Lori Schneider.
PDP Purchase of Audio Equipment
I recently used our remaining end-of-year money to purchase some audio equipment that will support various faculty professional development endeavors. Mics, recording equipment, mixing equipment, and various accessories will eventually be able to be checked out for use by any faculty member. We already had some equipment and a history of check outs to faculty, but hopefully our equipment will be more robust now and we can encourage its use. This equipment will support ongoing efforts I'm involved in like *The Vibe*, and *We Are MiraCosta*, but it can also be used for existing podcasts like SAFE Topics and new productions faculty want to pursue. Ideally, we'll be able to combine this

equipment with the C3 and set up a small recording studio that can aid our creative faculty. I also acquired equipment to do high-quality recording on the go, so a faculty member could document events they attend or that they sponsor, assist with student internship projects, and create cool content in our community. A major goal for this equipment purchase is to create more opportunities to capture the happenings and cool things our campus does regularly. The goal for the new equipment is to loan it out for use to support work.

B. C3 – Sean Davis

The C3 Joyful Teaching Certificate Program has a team! Bruce Hoskins and Dominique Ingato have agreed to join me in pushing this effort forward. So far, we have drafts of five courses the program will offer: Culturally Responsive Teaching, Introduction to Teaching Online, Assessment Strategies, Teaching, and The Joy of Teaching. We will continue to refine the drafts as we work to establish this noncredit program at MiraCosta. I visited the Salary Advancement Committee meeting on Tuesday, March 14, and the committee supported the work.

The Joyful Teacher had the opportunity to join some of our faculty and administrative colleagues at the Guided Pathways Institute over Spring Break. Ideas and an initial plan for a “Light The Fire 2.0” summer teaching event came home with us. PDP Coordinator Aaron Roberts and I will be organizing and facilitating the latest iteration of the event. Details and an Agenda are forthcoming.

The Joyful Teacher has been busy working on the ZTC grant pilot with the Sociology Department. Thus far, we have established a team to conduct a ZTC audit of the department’s offerings, assigned tasks to get the department to become fully ZTC, and have made plans to connect with other departments to develop real pathways at zero cost.

C. Online Education – Jim Julius

Shared that coming from the MOE meeting, they are currently writing the next online ed plan. Noted that the plan does not speak specifically to the populations that we should be doing better with and should not be afraid to be specific.

D. DEqCC – Xuchi Eggleton

Revised their mission statement. Has language that is a lot less vague than it was before. They are leaning toward having the conference at the CLC. A save-the-date will be sent out after their next meeting. It was also announced that Eggleton will be the new DEqCC chair.

E. CCC – JahB Prescott

- Recently engaged in discussions and implementation centered around the development of submission for the Final Project/Artifact.
- Final Artifacts vary in size and scope depending on the individual instructor.
- All Artifacts address equity and seek to fill gaps found through examining trends in data.
- Developing the Final Artifact Archive for CCC 2020-2023
- Continued conversations about Relating the Data we have available for non-credit and credit.
- Connecting with Title 5 Grant in order to address Cultural Relevance Professional Development provided by the college.

The CCC continues to grow, and they are looking at expanding the number of members next fall from 18 to 25. They are talking with reps regarding Title 5 and how CCC already helps them. They are in the phase where they are creating for next year and will share by the next PDP meeting.

Data Coaching

- Participants have completed second one on one-hour meeting
- Engaging with a Results Based Coaching Tool to identify Adaptive Challenge, relate it to SLO, and address it in a larger Protocol Consultancy Meeting.
- Adaptive Challenges are Professional/Institutional/Instructional/Equitable/
- Data Coaches will participate in a Consultancy Protocol known as the “Sphere” to address Adaptive Challenges related to equity gaps and goals.
- Working toward developing the broader implications of Data Coaching

There are adaptive challenges and relating them to SLOs. They will implement some ways to address this and share how that’s going.

VIII. Information/Discussion

A. PDP Mission Statement and Charge—Roberts

Description: *The committee has been working on developing our new mission statement and charge. The current work in progress can be found on [this Google Doc](#). The committee will spend time during the meeting writing, editing, and formatting our charge with a hopeful first read for the May meeting.*

B. Team Time—Roberts

Description: *The committee will begin working in smaller groups to build our PDP program resources. This time will be used to get into groups, discuss, plan, and work together.*

The committee broke out into small groups and worked on the Google Doc and focused on:

- What do we want to be?
- Annual Practices
 - Yearly Goals
- Meeting Practices

Discussion ensued after the committee reconvened.

You don't know what is expected until you know the official requirements. Would like to send a survey out to faculty and ask what workshops they like, what is missing, and what they would like.

It was asked how we can better serve noncredit folks.

Both Prescott and Perovic talked about the idea of what is considered general PD vs. department-specific. Perhaps PDP can play a role in highlighting department-specific PD. Sometimes when logging flex hours, it is only PDP or general vs. what is happening in your department. PDP can do a better job at looking what PD is happening in departments and communicating those ideas.

There was further discussion about Flex week and trying to be more creative. What would it look like if Flex week didn't occur at the beginning of the semester but instead, moved it into the middle of the semester. How to calendar Flex week so folks are notified and know in advance when things will be offered. It was noted that Long Beach City College has their Flex days built into week three of their semester.

It was suggested to have two-day chunks. You can start the semester on a Wednesday, week one will be Wednesday, Thursday, and Friday. Then, in week 4, use Thursday and Friday as Flex days (taken from week 1. Curry Mitchell and Denée Pescarmona are working on the academic calendar and she is willing to try something different. The calendar discussion was tables and will be brought up to AS at the 25th and 26th event.

It was further asked what are the responsibilities for the coordinator and the administrative assistant? There is no job description. Are there things being done because it has always been done that way? If you had clarity around the job as manageable and exciting, you might have folks interested in the leadership role. Clarification is needed on what must be done.

Creating a taskforce to put flex week together could help.

There are lots of things already happening that do not occur during flex week. There isn't a clearing house to see one consistent message advising of the opportunities.

Perhaps having a calendar submission with descriptors as to whether it is something open to all or to a specific group would be helpful.

It was suggested to write into the job description the need for time to think. You can list 20 tasks for this job and folks will think that is the job, but it is not all of the job. It needs to be innovative, forward-thinking, and sustainable.

It was noted that from the state's perspective, there are only three requirements for the flex program:

1. apply to keep doing flexible calendar program (fill out the application),
2. do an annual survey of your constituents, and
3. turn in the report each year

What does the culture look like for us? The committee has the freedom to do that.

There is a lingering perception that the committee has to do certain things, but there is a need to find out what our constituents need to serve our community of learners.

IX. Adjournment - The meeting adjourned at 1:02pm.