



Professional Development Program Regular Meeting
Friday, September 13, 2024 ~ 11:30am – 1:30pm
Hyflex room OCT250 (C³) 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

One tap mobile – Find your local number: <https://miracosta-edu.zoom.us/u/abZ5CQRtcl>

Join by Skype for Business: <https://miracosta-edu.zoom.us/skype/210696310>

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 May 10, 2024
- VII. Reports
 - A. Coordinator – *Roberts*
 - B. C3 – *Sullivan*
 - C. Online Education – *Julius*
 - D. DEqCC – *Naungayan, Eggleton*
- VIII. New Business
 - A. Academic Senate Advisory: Amount and Placement of Flex Days—*Roberts*
Description: *The committee will discuss and finalize our recommendation to the Academic Senate for the amount and placement of the Flex days in the new calendar. We will also discuss a plan to utilize new days spaced throughout the year that are considered independently scheduled.*
- IX. Information/Discussion
 - A. Proposed Changes to BOG title 5 Regulations – *Roberts, Pescarmona*
Description: *Proposed title 5 language changes regarding the flexible calendar will be discussed. This is the first time any changes have been made to this language in almost 20 years.*
 - B. Committee Roles and Responsibilities for the Year—*Roberts*
Description: *The committee will discuss and assign roles for the year, set timelines for work to be completed, and determine working arrangements between meetings.*
- X. 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 Further, a state of emergency is no longer in effect and so governing bodies will now meet in person with the possibility of approved remote attendance.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.



UNOFFICIAL MINUTES

I. **Call to Order** – The meeting was called to order at **11:32am**.

II. **Remote Member Attendance**

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

No members of the committee requested remote participation under the provisions of AB2449.

III. **Roll Call**

Members present: Amena Coronado, Xuchi Eggleton, Ansina Green, Jade Hidle, Bruce Hoskins, Tricia Hoste, Dominique Ingato, Jim Juluis, Ghada Osman, Brian Page, Zica Perovic, Denée Pescarmona (administration), Andrea Petri, JahB Prescott, Aaron Roberts (Coordinator), Jim Sullivan

Members absent: Rica French

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 April 12, 2024

The consent calendar was approved by unanimous consent.

Roberts made a statement about the last PDP meeting noting classified members felt he was not gracious to them as colleagues. He clarified that a lot of the frustration that was expressed had nothing to do with our classified colleagues. It is us as colleagues who are dealing with frustration.

VII. **Reports**

A. Coordinator – Roberts

PDP Coordinator, Aaron Roberts, noted that next year will be his third year as PDP coordinator and the end of his term. He has not decided if he wants to do this again for another term. He will have a conversation next year to determine this.

B. C3 – Sullivan

C3 Joyful Teacher in Resident, Jim Sullivan, did not give a report but noted he will bring some new ideas in the fall.

C. Online Education – Julius

Online Education Coordinator, Jim Julius, involved with Sullivan concerning AI. There have been demands for guidelines and boundaries, etc. The AI taskforce created out of AS will continue into next year. There will be some guidelines to help students in classes. He also noted there is not an institutional policy for AI but there should be one in your classes. He will send resources with a framework from which to think about. There is not one set of people who will train on AI. Everyone needs to be involved.

D. DEqCC – Naungayan Eggleton

DEqCC Chair, Xuchi Naungayan Eggleton, announced the title of cultural competency conference for the fall, *Crafting a Culture of Belonging at MCC*. Participants will engage in creative interactive activities and create collaborative artwork. Further, MCC will update AP/BP 3750 which will be akin to mindfulness about how and what you are putting into AI. They will not rush into a policy. They are also engaging in ongoing conversations and knowledge building.

E. Juntos Podemos – Prescott

JahB Prescott reported that next week they will be receiving the final projects from the 25-person cohort. Faculty can now apply for the new fall cohort and can find the form on the website to express interest. They are continuing pedagogy of Carino Podemos. Communication and conversation using Canvas. Next semester there will be more members of co-facilitators at PDP meetings.

VIII. New Business

A. PDP Travel Funding for 2024-2025

Description: *Each year the PDP committee determines how much money to make available for faculty, both full-time and associate faculty for PDP travel funding. For the past several years, faculty members have been eligible for up to \$650 for the calendar year. We will ask to suspend the rules in order to vote on this item before the start of the new 2024-25 fiscal year.*

MSU (Hoskins / Sullivan) to suspend the rules to vote on the amount of PDP travel funding for academic year 2024-2025.

It was suggested allocating \$800 per faculty member or more to AF. It was then agreed to allocate more funding to AF. It was agreed to allocate \$750 for FT and \$900 for AF.

MSP (Bruce / Zika) [Sullivan opposed] to approve travel funds of \$750 for full-time and \$900 for associate faculty for the 2024-2025 academic year.

IX. Old Business

A. Calendar and Flex Changes – *mittell, Roberts*

Description: *Academic Senate President-elect, curry mittell, will join the committee to hear updates on the amount of Flex days and organization throughout the semester.*

The calendar taskforce is getting ready to share recommendations and will share them at the Academic Senate meeting next Friday. mittell is here to talk about the flexible calendar as part of the recommendation noting that how it looks and what they are recommending needs to be right.

Recommendations were shared regarding Flex. The PDP committee, working with AS and the FA, will determine the number of FLEX days, number of FLEX hours, and the scheduling of FLEX days for each Academic Calendar term through negotiations.

The taskforce is offering guidance with further explanations about their recommendations including the number of FLEX Days and hours. A few calendar options were shared with suggestions such as reducing FLEX week by scheduling the days throughout the term.

For a closer look at the three models provided by the calendar committee, visit [The MiraCosta Calendar Project website](#). All three models are compressed calendars.

When looking at opportunities, questions, and further action, they need to consider: What BPs/APs will need to be updated, and who will update them.

Model 1 Summary:

Calendar Type, Start/End, and Breaks

- Compressed, flexible
- Fall term: 3rd week of August to 2nd week of December
- Spring term: last week of January to Memorial Day
- Fall break in November, Spring break in March

When sharing a model of the calendar distributing FLEX days throughout the semester, the benefits for scheduling a FELX day mid-week, mid-term around a long holiday, is that it balances the M-W, T-TH schedule. This is just to get the conversation started.

One concern was noted that it sounds like DEqCC is not a fan of moving the conference and it would conflict with AF if DEqCC had their conference on Tuesday. It was noted that the original day was not chosen by DEqCC but that it was chosen by PDP. It was further noted that this model does not increase instructional hours in exchange for less FLEX days. If you are losing instructional hours, you have to call them holidays but not legally mandated holidays. For example, the Friday after Thanksgiving is not a legal holiday; MCC calls it a local holiday. It could dramatically reduce instructional time. This requires a reminder for students that Friday is a holiday, but Saturday is not. There is also a conversation around December 24th and moving it to a holiday requiring local decision-making and bargaining. The day after Thanksgiving is a bargainable holiday. It was noted that there is a status quo of the total number of days and total hours in the options shared.

It was proposed to provide a video about the new scheduling when it occurs.

It was suggested that there could be better possibilities of PD integrated into the work being done by faculty. It could be more interactive in the middle of the semester drawing on things being done in the classroom. It was noticed that this calendar model has only a seven-week break and not eight, which can be tough for students. The recommendation will speak to this.

Conversation ensued about the number of Flex days and noting that the number of hours would not change, only that the days would change. An argument was made for eight Flex days to take some heat off of days trying to squeeze them in at the end. Moving down to eight could be a good first step.

It was asked why the Wednesday department day is a Flex day, noting that by Flex rules it can't be department business i.e. mandatory. It should be clarified for chairs to use the day and that this day cannot be required by the department.

We are going into negotiations with FA and want to be consistent in how we approach this work. When you reduce the number of days you would have to negotiate days and hours, and this would potentially result in a longer time block in classes. Instead of 150/150, it would go to 205/205.

Model 2 Summary:

Calendar Type, Start/End, and Breaks

- Compressed (not flexible)
- Fall term: 3rd week of August to 2nd week of December
- Spring term: first week of February to the last week of May
- Fall break in November, Spring break in March

Model 2 has two days dedicated to independent work keeping the 10 days of flex.

They see value in designating the first day before fall and a second decision is how do we want to schedule. Another decision would be getting rid of finals week. There are a lot of faculty who would like more instructional time. It could be to make the Mondays of the breaks as the independent workdays. It was also suggested that we interpret the ten days of PD transferred into hours whether they are on the calendar or not. Title 5 gives the formula for what an academic day is. It gives a definition of a day and then gives the formula for trading that day for a Flex day up to a percentage of total days in the calendar. The (college) contract gives us the formula of flex days vs. hours. We submit these to the Chancellor's office where every day is designated as something. Only the mandatory Flex days count as swapped instructional time. There are a number of things that count as Flex i.e. Flex hours can be done in any way. The Flex days are devoted to that in lieu of instruction. If we find it valuable and important, we should schedule it. An audit of our MyFlex transcripts was suggested to see how much independent work vs. scheduled time is done.

Model 3 Summary:

Calendar Type, Start/End, and Breaks:

- Compressed, flexible (with Finals)
- Fall term: 3rd week of August to 2nd week of December
- Spring term: last week of January to the week before Memorial Day
- Fall break in November, Spring break in March

It was concluded that:

- PDP is open to the scheduling of days.
- Recommendation from PDP to FA to reduce number of days.
- This all needs to be done next year.

The last meeting of the calendar taskforce this semester is next Thursday, and they will finalize the recommendation that will be implemented, but they will not decide on the details. They will then offer it to governing bodies and it will be done through negotiations. There are negotiable items regarding flex and holidays. Today AAC approved the draft calendar for '25-'26. This new calendar will take time to be approved for '26-'27. Contract negotiations are starting next year.

X. Information/Discussion

A. Virtual International Exchange Training Module – Petri

Description: *PDP member, Andrea Petri, will provide the committee with an overview of the training module for developing virtual international exchanges created by the International Education Committee. The Canvas course is [available here](#).*

The International Education Committee has been working on restarting developing international exchanges around the world. It involves a little more work on the faculty side but is rewarding for both faculty and students. They used to give stipends and would like to grow this possibility. Some difficulties include finding partners around the world, but they can work on this; also internally, trying to find a way to advertise the opportunity more and make faculty more familiar with this program.

They created a training module in Canvas (see link in the description above). They will be six weeks instead of four. Discussions throughout the six weeks will be moderated by Petri who will get this off the ground. There is also a subcommittee with Toharia, White, and Lambert. They have taken from a module in Europe and infused it with West-based material and exchanges in the US context. It will be mostly asynchronous with an introductory, then module 1, module 2, etc. It should take about three hours to complete each module. They will be helping faculty define partners around the world. Training can be done individually, then a self-reflection, and discussion. The last Zoom meeting will be done with

everyone. The goal is to implement this in the Fall starting in the middle of the semester. Monday of Thanksgiving week would be a good day for the final Zoom meeting. This is a work in progress, and they will get feedback from faculty. The goal is to create a community and to develop a group of faculty who are interested and be contact points. When Petri finds someone interested, he will provide the information and grow this practice. It can be low key in the beginning, and you can or cannot grade students which is up to the faculty member. What do you want students to experience? One example is a University in Mexico and one in Canada put together one course in Chemistry and one in Dance. Students had to create a movement (dance) fitting together molecules.

B. Flex Planning – Roberts

Description: *The committee will discuss many things regarding planning for Flex. Particularly, how they might like to approach planning for a Flex day at the CLC within the typical Flex week.*

Tabled.

C. Professional Learning – Roberts

Description: *PDP Coordinator, Aaron Roberts, will give an update on the progress on the campus-wide professional learning taskforce regarding the mission and goals for faculty, classified professionals, and administrators. The work has been [collected on this Google Doc for review](#).*

Tabled.

D. Onboarding Discussion for New Employees — Roberts

Description: *The chair, along with the Joyful Teacher Jim Sullivan, will provide an overview of how we currently onboard new faculty in our faculty-led orientation process. We will discuss the campus-wide onboarding plan for all new employees and how it might interact with the faculty-led onboarding. Members are encouraged to review the onboarding plan emailed from Luke Lara, a member of the taskforce at [this link](#).*

Tabled.

Roberts noted that the committee just used up this year's budget money for equipment. Next year, the budget will be taken up more by food and events. PDP will have well-supplied equipment for digital video recording. The remainder of the supply budget will be used for office supplies for PDP and the C3. This is the last meeting of the year, and he is happy with the work we have done this year. This summer he will be working and planning to welcome 11 new faculty members.

XI. Adjournment – The meeting was adjourned at 1:28pm.