

SAN DIEGO MESA COLLEGE
Campus Employee Learning Committee
MEETING MINUTES
December 4, 2019 3:00 – 4:00 pm
LOFT

Committee Members in attendance: Andy MacNeill, Janue Johnson, Anda McComb, Erika Higginbotham, Eva Parrill, Leticia Lopez, Mark Manasse, Todd Williamson, Veronica Gerace

Committee Members absent: Carla Grossini-Concha, Cassandra (Sandy) Hamel, Denise Rogers, Katie Palacios, Kris Clark, Krista Stellmacher, Larry Maxey, Maria del (Pilar) Ezeta, Ingrid Jayne, Rotating member from Faculty Professional Learning Committee, Conference and Travel Committee, Classified Professional Learning Committee

- I. Call to Order
- II. Welcome & Check-in
 - a. Our next meeting will probably be in February, since most committee meetings are cancelled during flex week/the first month of classes
 - b. The LOFT is trying to move forward with plans we have discussed, make decisions
- III. Appreciative Inquiry Training with 3CSN
 - a. We have a contact with 3CSN, the LOFT is working with them for planning classified PL
 - b. A day in January or in May/June
 - c. January is difficult, since it is busy with convocation, NFI, Teaching Pipeline retreat, but we could hold it during Flex week
 - i. Maybe Tuesday, January 28- people agreed this would be a good week
 - d. But people are tired by June, so maybe offer this twice?
 - i. Or maybe early May? A follow-up date to see “have you applied what you learned, how is it going?”
 - ii. Or maybe during Fall flex week? This would provide consistency
- IV. [Professional Learning INTEREST Form](#)
 - a. We received a request for funding from AFT for the Summer Institute, requesting \$1200 (June 2-5)
 - i. This is held at City College this year, last year it was held at Mesa
 - ii. AFT has funding for Professional Development

- iii. We are in a tighter budget, we may want to prioritize funding activities that are specific to our campus
 - iv. Andy submitted a motion to approve the funding
 - 1. No one seconded the motion
 - 2. The motion failed, the committee does not approve the funding
 - b. When we have outside groups hold their PL at our campus, can we “rent” our facilities to them- this could help us fund more PL on campus?
 - i. This may not apply to AFT, since employees are members of this organization
 - 1. AFT non-members have to pay to attend their events
 - c. Please access my notes and forms from [SSSC](#).
 - i. SITE copies were shared by El Camino College. They provide an application to support small inquiry teams or communities of practice with an end of the year showcase.
 - ii.
 - d. Professional Learning Request Form
 - i. Rubric
 - ii. AB1725 –Update Questions?
 - 1. Since AB1725 does not provide funding anymore, does the language of our forms still need to reflect the language of AB1725?
 - 2. Do we want to update the language on the forms to correlate more with campus priorities/goals
- V. Fall Flex Day on Wednesday, August 12, 2020
- a. Proposal for Flex Day(s)
 - i. One page proposal
 - 1. Tracey Shaeland (Southwestern college) gave us an example “How-to academy”
 - a. Hands on training in technology- confer zoom, canvas workshops, videos
 - b. 4 days, themes for each day
 - c. Online offerings, half are online, half are face to face
 - d. After opening day session, people have options for sessions, basically a mini-conference, and follow-up throughout the semester
 - ii. Right after convocation, have a mini-conference, everyone is already on campus

- iii. Currently, the time after convocation is reserved for COA, but COA could be part of the mini-conference, or COA could have their workshops a different day
- iv. Proposal to Prez. Pam- what should be in the proposal?
- v. Support PL during Flex week Discussion
 - 1. Offer more opportunities during Flex week instead of administrative meetings
 - 2. Have more department-driven PL (grassroots)
 - 3. An overarching theme- Work with the Prez. Pam to determine the theme early
 - a. Back to the future/ 1920-2020
 - b. Luau
 - c. Election/Voting
 - 4. Something about each individual's value in the overall institution
 - 5. Continue the idea of brave discussions (from Tim Wise's speech)
 - a. or focus on Communication – within departments, across departments, etc.
 - b. or something about Mesa 2030 or Guided Pathways related – where do you see us heading?
 - 6. Mark- There is a framework for the program, each semester take 1 word from the framework, to do a deeper dive
 - a. For example the word “noticing”
 - 7. Should we do a call from presentations during this mini-conference?
 - a. Yes, so people can still present flex workshops
 - 8. Framing an inquiry question, workshops should branch from this inquiry question
 - a. During the next meeting, this committee can work on what will be the guiding question for next Fall
 - 9. How to incentivize? Do we need to incentivize?
 - a. Certificate for the department? Or acknowledgement on the webpage?
 - b. Teaching & learning certificate that will be presented at the next convocation?
 - c. Offering salary advancement units?
 - 10. Continuing the conversation

- b. [Guidelines for Flexible Calendar](#) Flex Information from Dr. Judy Sundayo
- VI. Small sub-groups
 - a. Break into 2-3 sub-groups to focus on specific areas
 - b. PL Interest Groups
 - c. FLEX Day(s)
 - d. Equity/HSI
- VII. Roundtable
 - a. No round table discussion
- VIII. Plans for next meeting
 - a. Do we want to meet January 23? It is currently on the calendar
- IX. Adjournment at 3:50 PM