

Campus-Wide Professional Development Planning Committee Meeting ▪ August 23rd, 2022 ▪ 1:30 pm 3:00 p.m.

<https://smccd.zoom.us/j/81343211067?pwd=dXAxZldJYTJQZGFPU2V2eHo2eGVvZz09>

| Agenda Item | Time | Notes |
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| <p>Introductions and semester kick-off</p> <ul style="list-style-type: none"> ● Name and position ● Favorite flex-day workshop of all time? ● If we had all the money and resources in the world, what would you add to flex-day? | <p>15 mins</p> | <p>Favorites:</p> <ul style="list-style-type: none"> ● Student-focused sessions, hands-on sessions ● chance to meet and engage across faculty, staff ● Asset-based teaching session <p>Would like to see:</p> <ul style="list-style-type: none"> ● more hands-on faculty opportunities, more antiracism efforts ● Mental health-related trainings or workshops ● focus on transferable skills and follow-up components people can build on ● more sessions like asset-based session from Ray L, sessions that provide pedagogical tools to faculty ● Flex day in downtown RWC, with food carts. would help us engage with our community, can have sessions in the area as part of that event ● More follow through and less repetition <p>What would you add?</p> <ul style="list-style-type: none"> ● Funding to support more adjunct participation, funding to increase all levels of participation ● Ability for more on-going check-ins following Flex sessions ● Food trucks, field trips where fac/staff could interact off-campus |
| <p>August 16 Flex Day De-brief</p> <ul style="list-style-type: none"> ● What went well? what didn't? ● Take-aways & Suggested changes in planning or process | <p>15 mins</p> | <p>Went well</p> <ul style="list-style-type: none"> ● Faculty welcome session, very informative & helpful ● Instructional support workshop - hands-on skills for faculty ● Being in CIETL, great to have that space back online |

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| | | <ul style="list-style-type: none"> ● hybrid modality of sessions is improving for participants ● JK, LW received lots of positive feedback from fac. first time many had felt sense of connection and chance to meet colleagues vs receiving prepared content <p>Didn't go well/Needs Improvement</p> <ul style="list-style-type: none"> ● fewer choices for this Flex, fewer sessions per time slot ● More early planning for entire year, not planning during summer when many fac are off-contract ● tech support for presenters: helpful but in CIETL case the student support person was also participating ● introduce process of sharing flex planning drafts to AS in advance or Flex coordinator shares at AS meeting. Related suggestion is to get AS feedback in advance of agenda building ● Align content with time of semester: syllabus-related content before going into break, rather than pre-semester when it's already done ● AS could help with prioritizing content ● add suggestion option on flex website to gather needs, content suggestions ● more structured intro between student tech support and presenters, clear understanding of what their role is ● Teaching & Learning topics that are timely for the semester, program review topics ● Add deadline for proposals and presenter materials in the session proposal form ● Increase sharing of valuable flex resources so people can take advantage outside of flex, check for awareness at div meetings - are people aware of how to access resources? |
| <p>Follow-up Items for August Flex</p> <ul style="list-style-type: none"> ● Finish collecting presentation materials, post to follow-up resources website | <p>15 mins</p> | |

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| <ul style="list-style-type: none"> ● Post links to zoom recordings on follow-up resources website ● Adjust Formstack proposal to add presenter deadlines as suggested ● Confirm change to add presentation materials upload to Canvas shell ● Update Flex day website: remove august schedule, add proposal form and Oct 12 save the date message | | |
| <p>October 12 Flex Day planning</p> <ul style="list-style-type: none"> ● Review current proposals (if applicable) ● Review checklist draft | 15 mins | <p>Rec's for 10/12 planning:</p> <ul style="list-style-type: none"> ● Feedback from AS meeting would be helpful, LW has item at 8/25 AS meeting ● ACES and NCORE could be good source of workshop. NCORE was planned for Aug, suggestion to move to Oct Flex |
| <p>PDPC Bylaws</p> <ul style="list-style-type: none"> ● Discuss timeline to draft using template | 10 mins | <p>suggestion to create smaller work group to get going on Bylaws, bring back to PDPC for review:</p> <ul style="list-style-type: none"> ● Ellen volunteered to be part of this WG, Jessica K, David R, Lezlee, Dave M. ● Specify reporting line - relationship with AS, reports to/shares info with. IPC, PBC, SSPC |