

# Santa Ana College Professional Development Advisory Committee Minutes

Wednesday, February 23, 2022; 1:30 – 3:00 PM in Zoom Meeting

## Attendees:

Amberly Chamberlain, Teresa Mercado-Cota, Madeline Grant, Jose Lopez-Mercedes, Merari Weber, Marisol Sanchez-Moreno, Stacy Russo, Carol Seitz, Cherylee Kushida, Maria Aguilar-Beltran

## 1) Public Comments:

- Professional Development presentation made to College Council. A request was made to include SCE Professional Development in future presentations.
- PD Week for Fall 2022 will be the same for SAC and SCE
- Next presentation will be a SAC Management Council on 3-28-22

## 2) Minutes:

- November 17, 2021 – 1<sup>st</sup> Marisol Sanchez-Moreno, 2<sup>nd</sup> Madeline Grant, minutes approved unanimously.

## 3) Reports:

### A. Faculty Report

#### a. SCE – Jose Lopez-Mercedes

- i. PD Week – 1/7-11/2022 – Brought in 3 guest speakers and offered 27 workshop trainings during 3 days.
- ii. The part-time instructional faculty FLEX obligation is computed for synchronous instruction only. Online and Hybrid asynchronous classes do not have a FLEX obligation. Face-to-Face (F2F), Remote Live (RL), Hyflex (FLEX) and Correspondence (C) classes accrue a flex obligation.

#### b. SAC – Amberly Chamberlain

- i. PD Week - 1/31 – 2/4 included a robust list of workshops for PD Week on Mon-Wed & Fri.
- ii. Faculty participation in PD Gateway increased from 582 to 1630.
- iii. Tech Tuesdays cancelled. 881 participated in Convocation.
- iv. PD Materials purchased for different committees.

### B. Classified Report – Marisol Sanchez-Moreno

- a. Sub Committee attendance has dwindled. Will keep the union informed of activities for transparency and requesting outreach to classified staff to increase participation.
- b. Planning for PD Day – Need support from PD Committee for feedback and planning as Marisol is the only classified team member.

### C. Students - no attendance/report. Need to address requests for access to PD Week activities. Stacey Russo has agreed to help the PD Team with this.

### D. Management Report – Madeline Grant

- a. Management team participated in PD Week workshops including FERPA, Convocation, etc.
- b. Mgmt Council Mtgs now include training led by Dr. Nery.
- c. SACMA will be meeting March 3<sup>rd</sup> and MTA will be meeting on March 10<sup>th</sup>

## 4) Business Items:

- A. PD Subcommittee Webpages – Reviewed PD Webpage. Request that each of the subcommittees review their pages for edits & connect with Amberly with any questions.
- B. Budget Update – An overview of the budget was presented. Update on speakers being supported and available budget - \$12,000 left for speakers and contracted services \$24,000 for online training & webinars.
- C. Academic Year Calendars – Common Days - The Academic Calendars for 2022-25 have been approved by the Board of Trustees. Common Days for SAC will be T & TH allowing Convocation to return to Tuesdays.
- D. PD Department Update – The department is currently operating with no classified staff support. Teresa will be meeting with HR to look at options. In the meantime, we are all jumping in to support the committee and the

department. The committee expressed concern that PD team cannot continue to operate without staff and create intentional PD that is needed across the campus

- E. PD Committee Activities/Workgroups PD Workgroups – we will begin to leverage groups to determine themes and plans for developing calendars and activities.
  - a. Protocols – tabled
  - b. Yearly Activities - PD Week, Convocation, Speaker Series
- F. PD Committee Plan - College Council Document tabled
- G. Other – links to the following were provided
  - a. Presentation Pathways to Equity | Adopting the Active Learning Framework  
<https://docs.google.com/presentation/d/1s7HJ-CrXsjr8RfsQSSb49nzyypgXnpVS4/edit#slide=id.p2>
  - b. 4CSD One- Day Virtual Conference 3/4/2022  
<https://canyonsonline.zoom.us/meeting/register/tJwucO6rrD4iGNVpBX2Pu5y2egqqtegrDWqP>