



PROFESSIONAL DEVELOPMENT COMMITTEE MINUTES

April 13, 2020 | 2:30 – 4:30 pm | ZOOM

LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Implement the integration of all ACCJC standards throughout campus structure and processes.
- ❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.
- ❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.

Professional Development Committee Quorum: 6

Non-voting Tri-Chairs:

Dyrell Foster, Administration
David Powers, Faculty
Carolyn Scott, Classified Professional
Rifka Several, sr. admin. Assistant

Voting members:

STEM – Howard Blumenfeld
A& H – Kisha Turner
SLPC – Lyndale Garner
BHAWK – Gina Webster
STUDENT SERVICES – Gabriela Discua
CLASSIFIED/TLC – Tim Druley
CLASSIFIED – Amanda Ingold
CLASSIFIED – David Rodriguez
CLASSIFIED – Linda Cross
ADJUNCT – Savanna Alliband-McGrew
LPCSG – Rodrigo Saucedo

Join from PC, Mac, Linux, iOS or Android:

<https://cccconfer.zoom.us/j/614242569>

Password: pdcrocks

1. **Call to Order:** David established quorum and called the meeting to order at 2:32 pm.
2. **Review and Approval of Agenda:** motion to approve: moved/seconded/approved
3. **Review and Approval of Minutes (March 9, 2020):** motion to approve: moved/seconded/approved
4. **Public Comments (Limited to 3 minutes per person – the PDC cannot act on these comments):** None
5. **Old Business**
 - 5a. Update on adding a member of administrative services to the PDC: At the last meeting, we wanted to have someone from administrative services join the PDC as we interface so much with that department. Alesia High is willing to attend, and appoint someone else from the department if she is unable to attend. We would amend the PDC charge to include five classified professionals. Question: is this an appointment from Classified Professional Senate? Yes. And is this a representation from a specific expertise area? Yes, and it adds an additional classified professional position. This will start next year.
6. **New Business**
 - 6a. Conference/Activity Proposals: No new proposals; conferences have been cancelled.
 - 6b. Spring 2020 Flex Day Survey Results:
<https://www.surveymonkey.com/results/SM-X25C7S6M7/>
 - 6c. Spring 2020 Flex Day results from IR (David Rodriguez): (ATTACHED, and link at bottom of page) We can use this data in developing the Fall Flex Day.
 - 6c. Funding Professional Development for DE Training: As we will have funds at the end of the year with conference requests ended, can we apply funds elsewhere for training necessary for this transition time? There is a professional development task force being formed by the chancellor. The LPC PDC chair should be serving on the task force. Comment: faculty may need mental health resources, additional to what the district is providing. Do we lose the funds if we do not use them? This has happened in the past. Dr. Foster responded that

unused funds do not roll over, however, there will be no negative impact in having unused funds.

Dr. Foster, regarding District PD Task Force: both college senates have requested provision of professional development for the DE transition and provide best practices and consistent guidelines.

Additionally there are CARE funds (federal grant, \$1.4 million) to help students transition that need guidance for disbursement. The other half will be directed to defraying expenses because of Covid 19 changes, cover lost revenues, and defray costs to transition to DE. College Council will discuss how funds can be disbursed. Can some funds be applied to technology needs for faculty to teach online? Dr. Foster thinks this is possible.

Howard shared how other colleges are disbursing computers to students. Rodrigo was asked for comments: Some students will not be able to continue without technology assistance, including Internet hot spots. Kisha said that there is no Internet access in some rural areas, and she has seen students affected by this.

6d. Flex Day Contingency Plan for Fall 2020: We cannot predict if LPC will be open in October (Flex is scheduled Oct. 20). Zoom and webinars might have to be utilized. Comment: we can offer both live and YouTube presentations. Question about planning time: we need to announce this in time for people to prepare for distance sessions. Can we rethink Fall Flex and add an instructional day back; this is a contract issue. Dr. Foster: decisions about summer items is May 3rd. A date for fall decisions has not yet been set. He recommends we make that decision at the next PDC meeting, May 11.

7. Informational Items

7a. PDC Budget Update: \$2171 left in budget. Two expense forms are outstanding (faculty have been contacted); all other paperwork is turned in.

7d. New Faculty Orientation: met virtually last Wednesday, they will soon choose their committee assignments for next year.

7e. The Teaching Institute (Howard Blumenfeld): He will discuss ongoing activities with his leadership team. This is one activity that works best face-to-face, not virtual.

8. Good of the Order: We wish everyone stay safe and healthy!

9. Adjournment: Motion to adjourn: moved/seconded/approved. Meeting adjourned at 3:38 pm.

10. Next Regular Meeting: May 11, 2020 via ZOOM

Link to Spring Flex evaluation from Institutional Research:

https://public.tableau.com/views/LPCFLEXWorkshops_Results_2Pub/Results?:display_count=y&publish=yes&:toolbar=n&:origin=viz_share_link