



PROFESSIONAL DEVELOPMENT COMMITTEE MINUTES

May 11, 2020 | 2:30 – 4:30 pm | via ZOOM

LPC Mission Statement

Las Positas College provides an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting life-long learning.

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 Members:

Dyrell Foster, administrator tri-chair
David Powers, faculty tri-chair
Carolyn Scott, classified tri-chair
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/TLD – Tim Druley
CLASSIFIED – BUS. SERVICES – Alesia High
CLASSIFIED – Amanda Ingold
CLASSIFIED – David Rodriguez
CLASSIFIED – Linda Cross
ADJUNCT – Savanna Alliband-McGrew
LPCSG – Rodrigo Saucedo

Agenda Item

1. Call to Order: meeting called to order at 2:32 pm

2. Review and Approval of Agenda: motion to approve the agenda: moved/seconded/approved

3. Review and Approval of Minutes (April 13, 2020): motion to approve the minutes: moved/seconded/approved

4. Public Comments (limited to 3 minutes per person; the PCD cannot act on these comments)

5. Action Items: none

6. Old Business

6.1 Update on Change to Membership: David emailed Sheri Moore and the addition of another classified professional member from business services was approved.

6.2 Update on Flex Day, Fall 2020 (October 20): Dr. Foster will be able to provide more clarity by the end of May. David will send out this information to the committee in June to determine if the event can occur. The Theater and building 1000 have been reserved.

- Question about the ability for social distancing: These will most likely be in place.
- Question about the consequences of not holding Flex Day: it can be converted to a teaching day or 6 hours of variable flex. The faculty association likely needs to be involved in this determination.
- Question about planning a Flex Day if the date is approved in June. There is not a lot of time for faculty to respond.
- Howard noted that Commencement is also a flex day for 6 hours of instructional delivery (for full-time faculty)

6.3 Fall 2020 Flex Day Contingency Plan: Options include:

- Hold Flex Day as normal with precautions
- Hold Flex Day virtually - promote webinars
- Cancel Fall Flex Day and add 6 hours of variable flex (with webinars also being promoted)
- Cancel Fall Flex Day and add an instructional day

There is a district professional development task force focused on increasing online teaching delivery skills via webinars. Dr. Foster suggested David contact Tom Orf about these. There will be some expectations of a minimum level of training for online instruction.

- Question about faculty and staff meeting together virtually for support. What is most needed for the college personnel at this time? This is likely very different for different people.
- Question about department meetings counting toward flex hours? The Flex Day responsibility is 6 hours, and that is a long meeting, in person or virtual.

Discussion about “pros and cons” or different Flex scenarios and when the announcement to faculty should be made. The key pieces of information are if the campus will be open or not, and that starting planning for Flex Day in August does not leave enough time to put the day together.

Dr. Foster: The likely scenarios for fall are (a) campus still closed and all classes continuing online or (b) “hybrid” classes - mostly online with a few campus support areas open (labs, library, etc.). Therefore, the possibilities are an additional Variable Flex day or an additional instructional day, requiring interfacing with the faculty association. The Flex Day “event” will not be possible.

Howard explained the whole year responsibilities for reporting on Variable Flex. These cannot be added or subtracted mid-year. The state does not require a split between variable and mandatory flex hours.

- Question about the effect on classified professionals. They do not have professional development requirement. Moving to an additional instructional day would not have an impact. David R endorsed professional development and the Classified Professional Senate is exploring online resources.

David P will reach out to Chabot’s PDC and also Tom Orf to gather more information on how to proceed. Fall Flex day is not likely to be scheduled.

What is the will of the PDC?

Additional instructional day: 5 votes

Additional variable flex: 1 votes

The rest of the members abstained.

The Additional instructional day will be recommended to Tom for the faculty association.

7. New Business:

6.1 Conference/Activity Proposals: none

8. Informational Items:

8.1 Variable Flex: Parts 1 & 2 due to Rifka by May 15. Rifka is sending out emails to people, attaching their part 1 if it has been submitted.

8.2 PDC Budget Update: \$2171 + \$500 for Gonzalez conference delayed until September

8.3 New Faculty Orientation: Last meeting this Wednesday, topics will be Honors society, club advising, Guided Pathways and Dr. Foster will present.

8.4 The Teaching Institute (Howard): the Institute has met for five years. There is a request for having this continue virtually. Howard feels this does not meet the needs of this group. Fall is up in the air right now.

9. **Good of the Order**: David R reported that the Classified Professional Senate will be forming a professional development task force (including classified members from their Senate, the PDC and SEIU) to

explore what can be accomplished and to be more proactive to meet these needs. The task force will continue to meet over the summer.

Thank you to David, Carolyn and Dyrell for a very successful PDC year!

10. Adjournment: Motion to adjourn: moved/seconded/approved.

11. Next Meetings: June 8 – emergency meeting regarding final decision on Fall Flex Day; David will send out the time.

Next regular meeting: September 14, 2020, 2:30 - 4:30 pm, in either room 1687 or via Zoom