



Professional Development Planning Committee

Second Tuesday of the Month

May 12, 2026

12:30pm to 1:30 pm

Location: 13-337

Join Zoom Meeting:

<https://smccd.zoom.us/j/87815878562?pwd=O86HyuNnbmLATA8bSbsFPq66ilmldw.1>

Meeting ID: 878 1587 8562

Passcode: 979542

MINUTES

RECORDINGS: Passcode: #Xu%5+kY

Tri-chairs:

- ASLT Division Dean: Anniqua Rana
- Faculty Rep: Ellen Young
- Classified Rep:

[Professional Development Plan 2024-27](#)

AGENDA

Item	Notes
Welcome and introductions Cañada College Land and Labor Acknowledgement	The meeting opened with welcoming remarks and recognition that this was the final PDPC meeting of the academic year. Committee members reflected the transition into planning for Fall Flex Day and the upcoming academic year. There was acknowledgement of leadership transitions, particularly the transition of Faculty Flex coordination from Ellen Young to Nadia Biglari. Committee members introduced themselves, confirmed continued participation for the upcoming year, and shared reflections on their involvement in PDPC. Several members emphasized enthusiasm for continuing collaborative and equity-focused professional development work.

<p>Welcome Nadia Biglari</p>	<p>Nadia shared her goals and vision for PDPC and Flex coordination:</p> <ul style="list-style-type: none"> • Support faculty through meaningful professional development. • Foster collaboration and inclusive learning environments. • Build interconnected themes and workshops rather than isolated sessions. • Create innovative teaching and student services programming. • Learn from existing PDPC members and continue strengthening campus collaboration. <p>Committee members welcomed Nadia and emphasized their support during the leadership transition.</p>
<p>Fall Flex day</p> <p>Future Planning Considerations</p> <ul style="list-style-type: none"> • Different Flex Days may serve different purposes: <ul style="list-style-type: none"> ○ August = onboarding/community/support ○ October = classified-focused/veterans/student voices ○ January/April = deeper thematic engagement 	<p>Reflection on 2025-26 PDPC Highlights</p> <p>The committee reflected on major accomplishments and themes from the year.</p> <p>Key Highlights Discussed</p> <p>Equity and Access</p> <ul style="list-style-type: none"> • Stronger outreach and inclusion of Building 1 staff and classified professionals during Flex Day. • Continued emphasis on equity-centered professional development. <p>Colegas Conference Participation</p> <ul style="list-style-type: none"> • Classified professionals attended conferences as a team for the first time. • Colegas participants are now considering more structured classified PD opportunities. <p>Leading from the Middle Initiative</p> <ul style="list-style-type: none"> • Continued work around leadership development, collaboration, and equity in professional development.

- Plans to share a video documenting lessons learned and leadership development experiences.

Student Voice in Professional Development

- Student-led Flex session identified as a major success and first-time achievement.
- Members emphasized the importance of faculty learning directly from students.

Outside Presenters and Contracts

- Recognition of the significant work involved in coordinating outside speakers and completing contracts.
- Appreciation expressed for all faculty and staff involved in these efforts.

Proposed Flex Day Sessions and Programming

Opening Session

Planned opening session components include:

- College updates from President Kim Lopez and Vice Presidents.
- Educational Master Plan updates.
- Interactive “Cañada Quiz Bowl” activity led by Ellen Young and Roz Young to familiarize employees with campus services and resources.

Proposed Session Topics

Equity and Online Learning

Marina Noel proposed:

- “Advancing Equity Through Access, Time Awareness, and Early Connection in Online Hybrid Courses”
- Focus on equity and technology readiness for students.
- Connection to CBOT and digital literacy.

Program Review

- Session focused on navigating Program Review processes and requests.
- Encouragement of faculty participation in institutional planning.

Participating in College Decision-Making

Karen Engel proposed:

- Interactive session encouraging committee participation and shared governance engagement.

ZTC and Pathways Session

Sarah Harmon discussed:

- Updated ADT pathways.
- District-wide ZTC dashboard development.
- Faculty awareness of pathway alignment opportunities.

New Faculty Orientation

- Led by Ellen Young and Daniela.
- Orientation for incoming faculty and campus processes.

Faculty Evaluation Orientation

- Standard orientation for faculty undergoing evaluations.

AI, Equity, and Authentic Assessment

Presentation on:

- LibreTexts tools
- DiscussIt and Forge platforms
- Reducing inappropriate AI use through active and iterative assignments
- Multimodal discussion and assessment tools
- Accessibility and captioning features
- Equity-minded grading practices

Flexi Pilot Program

A new cross-district professional development initiative:

- Semester-long collaborative faculty PD model.
- Accountability partnerships.
- Reflection and iterative teaching improvement.
- Designed to bridge short workshops and long-term programs like FLP.

Counseling Department Collaboration

Aricka Bueno shared counseling department professional development interests gathered from Counselor Corner discussions.

Counseling Topics Suggested

- Counseling-specific trainings
- Policy and procedure updates
- Personal counseling support
- Streamlining processes for external speakers and contracts
- Collaborative brainstorming for future PD topics

Possible Participants

- Marcos Chacon
- Jenna
- Business Office representatives
- Chantelle Sosa

The committee discussed inviting counseling leadership into PD planning conversations and potentially hosting dedicated Counselor Corner Flex sessions.

Classified Professional Development Discussions

Suggested Topics

Rosie Morrison proposed:

- CSEA “Know Your Rights” sessions
- CalPERS informational sessions
- Orientation and onboarding information for classified staff

Discussion included:

- Increasing classified participation in Flex activities
- Clarifying relevance of sessions for classified professionals
- Exploring district-wide presentations versus local sessions

Technology and Future PD Topics

Potential Future Sessions

Adobe Acrobat Training

Lindsey discussed interest in:

- Adobe Acrobat training
- Broad applicability for faculty and classified staff.

Smartsheets Showcase

Potential October Flex topic:

- Demonstrating ASLT division use of Smartsheets for coordination and workflow management.

Balance Between Technology and Creativity

Members reflected on balancing efficiency and creativity by incorporating:

- Poetry
- Gardening
- Arts-focused sessions alongside technology-focused PD.

Logistics and Coordination

Claudia Dorantes shared:

- Continued logistical support for Flex Day coordination.
- Collaboration with student workers and volunteers.
- Reservation and scheduling management.
- Support for Kolegas participation and outreach.

	<p>Committee members acknowledged the significant logistical work involved in organizing Flex Days and thanked Claudia for her leadership and coordination.</p>
<p><u>Membership</u></p> <ul style="list-style-type: none"> • 3 Tri-Chairs - Appointed by Position • Dean of ASLT – Anniqua • Faculty Flex Coordinator – Nadia Biglari • Classified Rep - • Equity and Antiracism Planning Council • Faculty Coordinator Faculty Teaching Kiran Malavade • Learning Lounge Faculty Coordinator – Doniella and Ellen • POCR, QOTL, or OER/ZTC Faculty Coordinators • Instruction Technologist/Classified • Two at-large, classified Representatives - Recommended by Classified Senate and Appointed by CSEA • 1-2 Students - Appointed by ASCC depending on interest and availability • Administrator 	<p><u>Confirmed or Continuing Membership</u></p> <ul style="list-style-type: none"> • Neve (Student Representative) anticipates continuing through Student Senate representation. • Sarah Harmon plans to continue through at least the fall semester. • Lindsey Irizarry confirmed continued participation as an Instructional Technologist. • Michiko Kealoha confirmed ongoing participation through her equity-focused role. • Aricka Bueno and Rosie Morrison confirmed continued service as classified representatives. • Ellen Young will remain involved as Faculty Teaching & Learning Coordinator and support Flex transition efforts. • Nadia Biglari formally introduced herself as incoming Faculty Flex Coordinator.

Closing Notes

The meeting concluded with:

- Confirmation that August Flex Day planning is underway.
- Agreement that “Learning Together” reflects the committee’s direction.
- Recognition of the collaborative spirit of PDPC.
- Appreciation for all committee members’ contributions throughout the academic year