



Professional Development Planning Committee

Second Tuesday of the Month

September 9, 2025

12:30pm to 1:30 pm

Location: 13-337

Join Zoom Meeting:

<https://smccd.zoom.us/j/87815878562?pwd=O86HyuNnbmLATa8bSbsFPq66ilmIdw.1>

Meeting ID: 878 1587 8562

Passcode: 979542

AGENDA

Tri-chairs:

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

Professional Development Plan 2024-27

AGENDA

Item	Time	Presenters	NOTES
Welcome and introductions <u>Cañada College Land and Labor Acknowledgement</u> <u>Professional Development Planning Committee bylaws 2025-27</u>	10 min	PDPC chairs	Ellen Young – Biology faculty, Flex Day coordinator, and Faculty Teaching & Learning coordinator. She said she's excited about October 8 Flex and open to suggestions on agenda gaps. Roslind Young – Classified co-chair said she wants to learn more about October Flex, since classified usually can attend more. Sarah Harmon – OER/ZTC Program Manager. Explained her move from faculty to 100% classified role (with occasional classes). She's in this space because OER/ZTC work is rooted in professional development. Ritu Malhotra – Medical Assisting faculty and program coordinator. Joined last semester, still learning the process. She wants to know new ideas for October Flex and how her division can align with them.

			<p>Mary Ho – Director of Post-Secondary Success. First PD meeting. Attending to understand planning, feedback process, and how her team’s August STAR/NAPI session fits in. Asked if there’s a chance to reflect on past Flex Days.</p> <p>Nada Nekrep – Science faculty, Distance Education coordinator. Usually doesn’t attend, but joined and is interested in shaping October Flex agenda.</p> <p>Rosie Morrison – Works in Building 1, handles billing. Attended to learn what happens “behind the scenes” of Flex planning and see if she can contribute suggestions.</p> <p>Dr. Ameer Thompson – Dean of Science & Technology. Said he’s there to help with professional development.</p> <p>Karen Engel – Dean of Planning, Research, Institutional Effectiveness. Introduced her role, spoke about accreditation/self-evaluation (ISER), and wanted to review the PD section.</p> <p>Rance Bogle – MESA Director. Introduced himself as leading the AI conversation for January Flex.</p> <p>Aricka Bueno – General Counselor. Excited to collaborate on professional development again this year.</p> <p>Doniella Maher – Joined near the end. Suggested that October (post-Flex) would be a good time for faculty teaching & learning coordinators to report back on sessions.</p>
ISER : near-final draft	10	Karen Engel	<p>Reviewed Standard III.C.2 (page 44) section on Professional Learning.</p> <p>Section structure: districtwide PD (policies, required trainings, PD Academy), college PD coordination/assessment, and campus-wide/role-specific PD (faculty/classified).</p> <p>Clarification needed: Classified tuition reimbursement \$2,500 annually—conflicting guidance reported. Karen to verify language and benefits status.</p> <p>Timeline: Committee feedback requested by end of next week to meet adoption/production deadlines.</p>

			<p>Evidence request: Include Leading from the Middle (LFM) framework draft as evidence.</p> <p>PDPC will review and comment on III.C.2; incorporate LFM and assessment plans.</p>
<p>FLEX: Reflections and feedback August flex</p> <p>https://canadacollege.edu/professional-dev/flexday.php</p> <ul style="list-style-type: none"> • October 8 Flex day • Focus immigrants and undocumented students • Draft Agenda 	<p>10 min + 10 min</p>	<p>Ellen and Anniqua Team</p>	<p>FLEX: Reflections & Feedback (August Flex) — 10 min</p> <ul style="list-style-type: none"> • Ellen shared feedback link (11 responses). Desire to increase response rate and improve digital sign-in/feedback flow. • Mary Ho raised process clarity for opening sessions: request for explicit parameters (tone, goals, structure, integration with PD aims). • Chairs affirmed shift toward clear guidelines for opening sessions (recognize existing work, inspire/inform, call to action; applicability to classroom/classified/admin). <p>Decisions</p> <ul style="list-style-type: none"> • Develop and share opening-session guidelines for future Flex Days. <p>Action Items</p> <ul style="list-style-type: none"> • Ellen: Circulate proposed digital sign-in & feedback UX updates for PDPC review via email. • PDPC Chairs: Draft opening-session guidance and share with prospective leads. <p>October 8 Flex Day (Focus: Immigrants & Undocumented Students) — 10 min</p> <ul style="list-style-type: none"> • Opening: Sarahi Espinoza Salamanca in conversation with Anniqua; prompts to address classroom, classified support, and administrative actions. • Sessions in development: <ul style="list-style-type: none"> ○ SOGIE training (funding status uncertain).

			<ul style="list-style-type: none"> ○ Linking Canvas → Nuventive (course-level outcomes reporting). ○ CalSTRS (AM & PM); CalPERS session being pursued. ○ District sessions (ICE response protocols; Community of Practice launch). ○ AI policy workshop (Allison Hughes). ○ Intercultural assessment (Michiko—IDI). ○ OER/ZTC update; Business RSI check-in; “AI at Work” session (Anniqua). ○ Additional undocumented-student support session desired. ● Requests: <ul style="list-style-type: none"> ○ Add afternoon session(s) on undocumented students (e.g., English dept. text on immigration). ○ Confirm inclusion/eligibility notes (faculty/classified/admin) on sessions. ● Decisions ● Keep theme-alignment strong; broaden classified-relevant options where possible. ● Action Items ● Ellen: Follow up with Jasmine on undocumented-support session; add SLOs session; update eligibility notes. ● Anniqua → Ellen: Forward spring email re: Rebecca Kim (immigration text) and explore adding session. ● All PDPC members: Solicit constituent suggestions and potential facilitators within two days.
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<p>FLEX: Topics for flex Jan/April</p> <ul style="list-style-type: none"> • MESA- Artificial Intelligence • Reporting EMP goals 	5 min	PDPC chairs and team	<ul style="list-style-type: none"> • January (Local): AI Focus, aligned with but distinct from district AI mini-conference; emphasize student voices, workforce readiness, equitable access, and critical thinking/ethics. Consider faculty practice panel and hands-on workshops. • April: Opening dedicated to EMP close-out; explore veteran-focused opening in next academic year (Oct near Veterans Day), with Jan/Apr sessions as lead-ins. • Idea: Host a structured academic debate on AI (possible collab with Debate Club; John Perez); explore a local podcast thread on AI in teaching/learning. <p>Action Items</p> <ul style="list-style-type: none"> • Rance & Sarah: Coordinate with district leads (Jennifer Howes-Owens, Aaron McVean) to align January AI content; bring draft plan next meeting. • PDPC Chairs: Map April EMP opening; identify veteran-focused sessions across Jan/Apr.
IDI Intercultural Development Inventory	10 min	Michiko	<ul style="list-style-type: none"> • Overview shared (individual profiles; optional group profile workshop with anonymized aggregate results). • Teams interested should contact Michiko to schedule. • Review IDI info; units to contact Michiko if interested in individual or group sessions.
Classified PD Agenda.docx June 30 Meeting	5 min	Anniqua	<p>Summer scan compiled classified PD needs (e.g., data coaching with PRIE for student-support programs).</p> <p>List will inform Flex and ongoing PD offerings.</p>

			PDPC: Prioritize near-term classified PD items (e.g., data coaching) and schedule initial offerings.
			Final confirmation on Classified tuition reimbursement (\$2,500/year) language and process. SOGIE session funding/confirmation. CalPERS session availability for Oct 8. Alignment and scheduling with District AI mini-conference (January).

- Next PDPC meeting: October (post-Flex) — include FTL updates (Doniella & Ellen) and review of digital sign-in/feedback proposal.
- Circulate minutes and division share-outs

Flex days: <https://canadacollege.edu/professional-dev/flexday.php>

- Wednesday, October 8th: Due September 5th, 2025
- Friday, January 9th: Due December 5th, 2025
- Thursday, April 16th: Due March 13th, 2026
- August 2026: Due May 15th, 2026

2024-2025 members, based on by-laws.

- 3 Tri-Chairs - Appointed by Position:
 - Dean of ASLT, [Anniqua Rana](#)
 - Faculty Flex Coordinator, [Ellen Young](#)
 - Classified Rep, [Roslind Young](#)
- [Equity and Antiracism Planning Council](#) Faculty Coordinator, [Kiran Malavade](#).
- [Faculty Teaching & Learning Lounge](#) Faculty Coordinator, [Doniella Maher](#).
- POCR, QOTL, or OER/ZTC Faculty Coordinator, [Sarah Harmon](#)
- Instruction Technologist/Classified, [Lindsey Irizarry](#)
- Two at-large, classified Representatives - [RoseMarie Mendoza Morrison](#) and [Sarah Cortez](#)
- 1-2 Students - Appointed by ASCC, River Nakamura and Philip Roidmaier.
- Administrator, [Ameer Thompson](#)

Next Meeting

- [October 14, 2025](#)
- [December 9, 2025](#)
- [January 13, 2026](#)
- [February 10, 2026](#)
- [March 10, 2026](#)
- [April 14, 2026](#)
- [May 12, 2026](#)