



PROFESSIONAL DEVELOPMENT PLANNING COMMITTEE

MEETING AGENDA

DATE	TIME	LOCATION
October 13, 2026	12:30–1:30 p.m.	Building 13, Room 337

Committee meeting page: canadacollege.edu/professional-dev/meetings.php

Join Zoom Meeting: smccd.zoom.us/j/87819104631

Meeting ID: 878 1910 4631 Passcode: 112184

TRI-CHAIRS

ASLT Division Dean: Anniqua Rana

Faculty Representative: Nadia Biglari

Classified Representative: Jaqueline Gonzalez

Professional Development Plan 2024–27: [View plan](#)

MINUTES

Attendees

Tri-Chairs:

- Anniqua Rana
- Nadia Biglari
- Jaqueline Gonzalez

Committee Members and Guests

- Maria Huning
- Lindsey Irizarry
- Kiran Malavade
- Doniella Maher
- Allison Hughes
- Sarah Harmon
- Michiko
- Additional participants joined via Zoom

1. Welcome and Meeting Purpose

The meeting opened with a review of the agenda and a reminder that the primary goals were:

1. Debrief the October Flex Day.
2. Review participant feedback.
3. Begin planning for January and April Flex Days.
4. Identify professional development needs and potential themes for the remainder of the academic year.

2. Classified Professional Development Feedback

Report from Maria Huning

Approximately 20 classified professionals participated in the Classified Connections session. Participants shared ideas for future professional development through surveys and facilitated discussion.

Professional Development Topics Requested

Career Advancement and Aspirational Development

- Scholarship opportunities for graduate programs.
- Grant writing.
- Pathways into management and administrative positions.
- Career advancement strategies for classified professionals.

Governance and Institutional Knowledge

- Brown Act training and Parliamentary procedure training.
- Understanding governance language and participation in shared governance processes.

Wellness and Burnout

- More meaningful burnout prevention strategies.
- Support beyond traditional wellness offerings.
- Recognition that yoga and wellness activities alone do not address workplace burnout.

Technology and Data Training

- Outlook updates and new features.
- AI tools integrated within Microsoft products.
- Continued AI workshops.

- Canva training and utilization of district Canva licenses.
- Smartsheets and PRIE/data tools.
- Ongoing technology training rather than one-time workshops.

Additional Suggestions

- Create opportunities for classified staff who attend conferences or external training to present what they learned to colleagues during Flex Days.
- Offer recurring workshops and recorded resources that employees can access throughout the year.
- Explore department-based mini-trainings where staff naturally gather rather than waiting for Flex Days.

3. October Flex Day Feedback Review

Survey Participation

The committee received approximately **45 survey responses**, representing a significant increase in engagement compared with previous events.

Highly Rated Sessions

Participants spoke positively about:

- AI workshops.
- Accessibility sessions.
- Feedback and teaching strategy workshops.
- Quiz and engagement tools.
- The painting/parenthood/equity session.
- Opportunities to connect and collaborate with colleagues in person.

Areas for Improvement

Several concerns emerged:

Classified Representation

- Feedback indicated a desire for more sessions specifically designed for classified professionals.

Hybrid Technology Challenges

- A room designated as multimodal lacked adequate microphone coverage.

- Remote participants could hear only individuals near the classroom computer.
- Similar challenges affected multiple presentations.

Action: Review room assignments and update the list of truly multimodal spaces before future Flex events.

Food Services

- Some feedback focused on refreshments and food options.
- Committee members acknowledged the importance of food in creating community and agreed to follow up with Pacific Dining regarding comments received.

Campus Navigation

- Several participants reported difficulty locating rooms in Building 6.
- The distance between locations and unclear wayfinding created challenges.

Action: Consider clearer directions, maps, and room assignments for future Flex Days.

4. January and April Flex Day Planning

The committee began discussing themes for upcoming Flex Days.

Proposed January Theme

AI in Teaching and Learning

Ideas included:

- Student and faculty panel discussion.
- Exploration of how students are actually using AI.
- Faculty perspectives from both AI-supportive and AI-cautious viewpoints.
- Equity, ethics, accessibility, and instructional implications.

Suggestions for Panel Design

Members emphasized:

- Including diverse perspectives.
- Creating opportunities for dialogue rather than presentations alone.
- Building interactive components and small-group discussions.
- Ensuring student voices are represented.

AI Inquiry Updates

Allison Hughes reported:

- Student AI surveys are being launched districtwide.
- Student focus groups are underway.
- Faculty listening sessions are planned.
- Significant data will be available in coming months to inform Flex activities.

Concerns Raised

Doniella Maher emphasized the need for AI discussions to include:

- Critical perspectives.
- Academic integrity concerns.
- Student frustrations around unclear AI expectations.
- Assignment design and AI-resistant assessment strategies.

5. Additional Professional Development Ideas

Accessibility and Disability Awareness

Committee members expressed strong interest in inviting **Dr. Scott** to present on:

- Disability awareness.
- Accommodations.
- Assumptions and bias related to disability.
- Building a more supportive campus culture.

External Speakers

Michiko reminded the committee about a previously circulated speaker list, including potential presenters on:

- Birth order and psychology.
- Attachment theory.
- Wellness and personal development.

One recommended presenter was described as a licensed counselor working in California community colleges and available at relatively low cost.

Participatory Flex Day Models

Kiran Malavade suggested designing more interactive opening sessions that:

- Bring faculty, classified professionals, and staff together.
- Increase collaboration.
- Reduce passive listening.
- Focus on active engagement and problem-solving.

Several members supported incorporating more discussion-based and participatory approaches into future Flex Days.

6. Next Steps and Action Items

January Flex Day

- Develop AI-focused opening session/panel.
- Recruit diverse faculty, student, and classified participants.
- Include interactive components and facilitated discussion.

April Flex Day

- Consider classified-focused AI applications.
- Evaluate external speaker options and contract requirements.
- Discuss disability and accessibility keynote possibilities.

For Committee Representatives

- Gather feedback from constituent groups regarding:
 - January theme.
 - April theme.
 - Speaker preferences.
 - Professional development priorities.

For PDPC Leadership

- Send speaker list to committee members for review.
- Include speaker-selection discussion on the November agenda.
- Review room technology limitations.
- Follow up regarding food service feedback.

- Explore additional training opportunities outside Flex Days.

For Nadia Biglari

- Prepare and distribute the call for January and April Flex proposals by the end of October

Next meeting: November 10, 2026 • 12:30–1:30 p.m. • Building 13, Room 337 / Zoom