

Campus-Wide Professional Development Planning Committee Meeting ▪ May 10th, 2022 ▪

1:30 pm 3:00 p.m.

<https://smccd.zoom.us/j/81792194984?pwd=cjJUSDNjL1BQb3I4c1lKMFFrd3Q0UT09>

Agenda Item	Time	Notes
<p>April 21 Flex Day Evaluations</p> <ul style="list-style-type: none"> ● Review and Discussion ● Take-aways 	<p>15 mins</p>	<p>Went well:</p> <ul style="list-style-type: none"> ● DM evaluation was easy to do, user-friendly, indiv session eval was simpler ● AT - tech check should be added as part of overall prep now that we're doing more of these sessions ● New website design getting good reviews. <p>What didn't go well</p> <ul style="list-style-type: none"> ● Tech glitches with some of the hybrid presentations. Presenters using neatboards had heavier lift to get things set up, need to recognize we're asking more of presenters if they're doing this - can you arrive early? Need to add to our presenter outreach to remind them of room setup needs ● RSVP - can we confirm # of people attending F2F vs online? ● LW - could see people's DM's in zoom, ask Chris S if he knows of any reason why? <p>We should do next time:</p> <ul style="list-style-type: none"> ● JK and LW sent out survey and went to div meetings to get flex day feedback ● General feedback is more workshops wanted, more hands-on engagement, more fac/staff collaboration, open time for working on teaching and technology, drop-in format, fac want to see the tech and interact with each other. More opportunities to talk about teaching and issues they face. Example of other approaches: SKY had a session where all were placed directly into breakouts so they could interact, committee orientations, sessions on supporting marginalized stu pop's to decode terminology, ensure we're practicing what we think we are. more sessions on asset-based teaching approaches, similar to what Ray and David presented - maybe a follow-up on this session? DM - consider role-playing ● DR - shared info on plans for new fac/staff event this August, maybe we can add some content from the feedback to that event? ● Oct flex could be a good mini-retreat opportunity and more staff are able to participate at this time of year ● Be more intentional about sharing changes that result from survey feedback - "based

		<p>on feedback this change has been made”, etc.</p> <ul style="list-style-type: none"> • More communication for pre-registration is needed, more promotion is better • Can we send flex info separately from Marketing? Can it come from Flex Day planners?
<p>August 15/16 Planning Process</p> <ul style="list-style-type: none"> • Review planning timeline • Review current format and scheduling plans 	15 mins	<ul style="list-style-type: none"> • District day plans not yet confirmed but assumption is that we’ll have usual Chancellors opening for AM of that day • We’re still receiving proposals after email was sent out, priority deadline is end of May • Assumption is more in-person sessions based on guidelines from district/COVID-related impacts
<p>Future agenda items/Focus areas for fall & beyond</p>	15 mins	<ul style="list-style-type: none"> • Identify how to provide more prep and support for presenters so tech issues are mitigated • Look at options for sending out Flex Day communications to increase awareness, send separately from Marketing dept emails