

# Santa Ana College Professional Development Advisory Committee Minutes

Wednesday, November 18, 2020; 1:30 – 3:00 PM in Zoom Meeting

## Attendees:

Tanisha Burrus, Amberly Chamberlain, Lorena Chavez, Irene Glomba, Madeline Grant, Susan Hoang, Jose Lopez Mercedes, Teresa Mercado-Cota, Marisol Sanchez-Moreno, Carol Seitz, Raquel Serratos, Merari Weber

## Shared Documents:

Agenda, October 28 Minutes Draft, Professional Development Report

## Action Items:

- I. No public comments
- II. Minutes
  - a. Amberly moved to approve the minutes and Madeline seconded the motion. Minutes unanimously approved.
- III. Faculty Report
  - a. The Spring Professional Development Week at SCE will be on January 8 to 12, 2021 with a Building Community theme. They have arranged the following set of workshops for the week. Happy Hours, Reflection Discussion Boards, two workshops, department meetings and a student panel. A student panel will review the questions posed by Santa Ana College student voices event.
  - b. SCE had two face to face training for the OWL Camera Training.
  - c. SAC workshops have been scheduled. However, low enrollment in faculty workshops have resulted in cancellations.
    - i. Nuventive training with the SLO talks has had consistent attendance.
    - ii. Equity in Action Ally Group meeting discussed OER. Their goal is to offer monthly workshops and emphasize the trainings on student retention.
    - iii. Due to low registration, the Meta Training will need to reevaluate its date and time.
    - iv. The CCC Accessibility Center has provided online accessibility documentation training.
  - d. Santa Ana College Spring Professional Development Week currently has 4 potential workshops and a potential theme of stepping up in times of crisis.
  - e. Currently working on a 4-year plan for the adjunct institute.
  - f. Seeking attendees for the Open for Anti-Racism (OFAR). It will require research, monthly meetings surveys and important resources for our campus.
- IV. Classified Report
  - a. Workgroup is working on the yearly survey for Classified and want to focus on obtaining feedback for our unique needs.
  - b. Currently reviewing our goals to provide classified feedback for the 2-year plan.
- V. Student Report unavailable.
- VI. Management
  - a. Account and budgeting trainings have been offered. A HR training is scheduled and MTA has provided leadership training.
  - b. Currently the focus has been the distribution of training through Cornerstone.
- VII. Business
  - a. Cornerstone
    - i. Data has been loaded into the system which now allows the team to begin building the Santa Ana College Cornerstone Dashboard.

Professional Development Mission Statement: Santa Ana College collaboratively fosters and supports student success and equity through professional development activities.

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Revised on 3/16/22

- ii. Jim Kennedy has connected with the Santa Ana College Cornerstone implementation team and has assigned Jennifer Hoeger to help building and train with Cornerstone.
  - iii. Amberly will be presenting Cornerstone at College Council, Madeline and Raquel will be assisting. She will also present to the executive board of the Academic Senate.
  - iv. The Professional Development team will also be meeting with HR to review if Professional Growth can be imbedded into Cornerstone.
  - v. Managers and Classified will pilot Cornerstone in the Spring.
  - vi. Non-credit is concerned Cornerstone cannot calculate flex credit. However, the correct formula can be programmed. In the future the different flex calculations for credit and non-credit needs to be addressed because technically the campus is supposed to be reporting as one campus.
  - vii. Suggestions: Clear notification to classified in Cornerstone. However, there is no solid go live date for the spring. Communication will be rolled out slowly.
- b. Convocation
- i. Survey results demonstrate a support for Convocation on a Tuesday or Friday.
  - ii. Currently the team is reviewing speakers for Convocation.
  - iii. Dr. Flores has begun the discussion with the Chancellor's cabinet and a decision for the day of Convocation will be given next week.
  - iv. Recommendation: Tuesday is more intentional because Professional Development week can build off of Convocation.
  - v. Different successes will be showcased at convocation.
  - vi. Theme suggestions:
    - 1. Stepping up in times of crisis, but it may imply that Santa Ana College has not been achieving this. Coming in Time of Adversity may have a similar implication as the previous suggested themes.
    - 2. Theme suggestion: Coming in Time of Adversity
    - 3. Particularly focus on how well Santa Ana College has done during this crisis.
  - vii. Workshop topic suggestions:
    - 1. Mental wellness, mentors to lean on or multi-disciplinary teamwork.
    - 2. Potentially offer 20 breakout rooms to open discussion or offer these during Convocation.
    - 3. Tanisha volunteered to plan convocation and anyone else that is interested contact Amberly.
    - 4. Researching workshops to promote creativity and valuable topics.
  - viii. Speaker suggestions:
    - 1. Tim Wise, Michelle Obama, Jill Biden, Megan Rapinoe, Angela Davis, and Abby Wambach
    - 2. We need a speaker to encourage and give the campus a morale boost.
- c. 2-year plan
- i. Create a template in January, hopefully a workgroup could initiate the creation.
  - ii. The current Professional Development goals and mission statements should be used for the 2-year plan.
  - iii. Amberly has begun a template in the Teams page to collect feedback. There are examples posted on our Teams page.
  - iv. Jose will be sharing the District Strategic Plan multi-year report for Professional Development.

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1. GOAL #4: RSCCD will support innovations and initiatives that result in quantifiable improvement in student access, preparedness, and success.
  2. Objective 4C: SUPPORT INNOVATIVE PEDAGOGIES AND CURRICULUM DESIGN
- d. Speaker and 5<sup>th</sup> Tuesday (March 30, 2021)
- i. Suggestions:
    1. Share best practices and encourage self-reinvention.
    2. Schedule a big speaker for this day instead of convocation. Teresa will pitch it to Dr. Flores.

VIII. Events

- a. Books have been shared to many of the Santa Ana College Colleagues.

Calendar of Meetings:

- November 18, 2020 – Classified
- February 24, 2021 – Managers
- March 24, 2021 – Faculty
- April 28, 2021 – Classified
- May 26, 2021 – Managers

Location: Zoom Meeting | Time: 1:30 pm to 3:00 pm

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