



MiraCosta College ~ Professional Development Program

Regular Meeting – October 13, 2017

11:30am to 1:30pm — Room Library / TIC (1253B)

MINUTES

Members Present: Ana Alessi, Tony Burman, Sandy Comstock, Bruce Hoskins, Jim Julius, Robert Kelley, Lisa Lane, David Parker, Jim Sullivan (coordinator), Mark Yeager

Members Absent: Lynne Miller, Sue Simpson

- I. **Call to Order** – The meeting was called to order at 11:34am.
- II. **Individuals Wishing to Address the Committee** (*on items not on the agenda*) – None.
- III. **Changes to Agenda Order** – None.
- IV. **Minutes: Review & Approval**
 - A. **8 September 2017 (Regular Meeting)**

MSP (Yeager / Alessi) [Parker and Lane abstained, Hoskins was not present for the vote] to approve the minutes of the regular meeting of 8 September 2017, as presented.

V. Reports

A. **Coordinator's Report Questions and Comments** – *Jim Sullivan* (see the [linked report](#) for detailed information)

- New PDP Web Site – the site is up and running and working on faculty to access discussions.
- Flex Week: Spring 2018! A timetable for the upcoming spring flex week proposal submissions was presented.
 - November 1: Request for workshop proposals
 - November 23: Due Date for Proposals
 - November 29: Flex Week Subcommittee begins drafting schedule
 - December 15: Workshop proposers receive approvals and calendar assignments
 - January 2: Flex Schedule Formally Released
- New Faculty Orientation and Lodestar Program – new faculty completed their second week of Frist Friday orientation days on October 6th. They will be updated once a month about what their colleagues are up to and activities. Dana Smith is open to the idea of moving new faculty orientation to Friday afternoon. This idea will be run by Academic Senate and Office of Instruction colleagues.
- Budget – Approximately \$13,000 of the \$35,000 allocation for PDP travel has been used.
- Travel – proposed language for the PDP travel request for funds form was shared with the committee for their input.

PDP is asking recipients of PDP travel grants to share with their colleagues what they have learned on their trips including... (*tuition/classes*). *Sullivan will make the changes to the language.*

Please check off any of the activities below you would be willing to complete to help us achieve our PDP goal of keeping the conversation about teaching and learning at the center of our college's life:

_____ Contribute a paragraph-length reflection to our Joyful Teaching Blog (pictures welcome too!)

_____ Recording a 10-12 minute TED Talk style video to share on our Joyful Teaching blog and Canvas website.

_____ Participate in a podcast interview to be shared via our Joyful teaching blog and website

_____ Offer a flex workshop

VI. Old Business

A. Revised Goal and Objectives

(See the [linked report](#) for detailed information.)

- The updated goal and objectives were shared with the committee.
- The goal is “To keep the joy of teaching and learning at the center of MiraCosta’s conversation and mission.”
- Objective #3 focuses on the C³ Teaching and Learning Center.
 - First thing is to get this in program review and then start the process for ordering furniture.
 - Tweak the language of objective #3 to include an accessible, open... TLC, as well as, list the strategic and master plans, etc.
 - Will share this document with Academic Senate and put it on the PDP Canvas website.
 - It was suggested to incorporate some of the PDP goals into AS goals.
 - The battle will be to get the resources to make this happen in the TIC by August, 2018.
 - Language was changed to note the need for a permanent building and include the word “interim” for the current space in the TIC.
 - Ideas were explored for changing the name of the Teaching and Learning Center to, for example, iC³ (Interim Center for Celebration, Cultivation and Connection).
- Objective #2: Expanding PDPs Online Presence.
 - Currently there is the PDP Canvas site and the blog with multiple options to participate.
 - Canvas brings people to the blog. If you don’t enroll in the Canvas site, it functions simply as a website.
 - The committee agreed to keep this as one of PDP’s objectives and keep going. It was suggested to include the philosophical reason for doing this as part of the objective but decided to not include this so that it can be approved today and move forward since the committee will not meet again until December.
 - It seems that the title of the objective is the objective itself. It was suggested to match the language of objective #3. The new objective reads, “We will continue to expand PDPs online presence through Canvas, the joyful teaching blog, and other online venues and resources. This will provide opportunities for faculty to engage in professional development through collaboration, resource development, and access to high quality teaching and learning stuff.”
 - It was agreed that we want to offer more Flex resources and opportunities online.
- Objective #1: The Return of Project Joy: Developing a Teaching and Learning Oriented PD Curriculum from the Ground Up.
 - New wording for description of the objective reads, “We will work collaboratively with faculty colleagues to 1) develop potential teaching and learning topics, 2) select 10 priorities for further development to discuss..., and 3) form teams to design and offer a sequence of professional development opportunities for each topic.”
 - Select 10 to 12 priorities. Each team will select the topics and create three workshops:
 - One workshop for Fall 2018 flex week

- One workshop to be held online during either the fall 2018 or spring 19 semester, and
- One workshop to be held in the new TLC during the fall 2018 or spring 2019 semester.
- Objective #1 might be a good place to connect with the objectives of the AS.
- Suggested to strengthen the language of the objective to be clear that PDP is asking faculty to design and create the workshops and then facilitate them.
- Discussion ensued regarding creating the workshops vs. a discussion.
- At the March meeting, the discussion can include how to take what we want to do and put it into a format.
- There can be Flex week workshops, perhaps two hours to get the excitement going and use the 5th Friday to see who is willing to put together the particulars and offer these activities. The thought is that what made Project Joy work was that it was outside of Flex week. Likes the idea of keeping this during the 5th Friday. The idea is to get folks to go from “this sounds cool,” to wanting to do it. Would like the joy to create something such as a product that can be shared with everyone.
- It was noted that out of the 99 Flex workshops offered during Fall '17, only six of them had to do with teaching (not including Canvas workshops).
- This will happen in two stages; getting people excited and developing ideas, and then figure out who will carry this out while making it clear that this has to lead to some product.
- We can rethink what Flex week is before this working and how PD can work as a result of the March workshop. Pick the topics and then make it happen, i.e. with a Zoom cast, Podcast, and/or FB chats, for example. The group will have to take ownership and run with it; we need outside people to take the lead.
- Here are some possible products that can come out of this and see which one you want to do to share with your colleagues in Fall '19.
 - Faculty inquiry group from multiple disciplines; hand it to administrators and don't need to use a 5th Friday.
 - Love Teaching and Learning and need a PD program about it.
 - We can market it the way we want it as long as we are in agreement.
 - We're looking at PDP as facilitators for this process. We are not the workshop facilitators.
 - We should envision calling people back who used to do workshops. Need something more purposeful in regards to student equity. Make Project Joy about pedagogy and not just equity. Love to see one of objectives to be campus conversation on equity in the classroom. Get it into curriculum; student equity through pedagogy.
- Do not want to frame it too much like the Academic Senate goals. The idea is what does PDP want to talk about vs. AS.
 - PDP focus should be more about teaching and learning.
 - Process that lead us to guided pathways started with equity. Focusing on equity has other effects on what we want to achieve. We have gotten away from that focus. Focus on student equity, it will make us better teachers.
 - This is an incubator for faculty to come up with pedagogically-based workshops.
- Idea is to come up with a lump sum list we all create by having months of conversation and visiting departments; the first meeting starts with all the ideas and to pick a subset of these

ideas (during the 1st hour), then talk about topic and design sequence of PD opportunities and figure out three things from this list or something else and then move forward to schedule and host the first one.

- Frame this about our students as an equity reminder. Be able to give examples to show faculty how to include equity in their classrooms.
- Will draft an objective related to equity.
- It is agreed to have a workshop defined by the committee that will generate the product.

B. Organizing Subcommittees to Support Selected Objectives

- Tony Burman, Bruce Hoskins, and Jim Sullivan will be on the subcommittee for Objective #1.
- Jim Julius, Jim Sullivan, Mark Yeager, David Parker will make up the subcommittee for Objective #3.

VII. New Business

A. Fantasy Tour of Next Year's Teaching and Learning Center

- It was explained how the TIC will be turned into a teaching lab with rolling desks; monitors on walls to simulate workstations; can use for Flex workshops and more. It will be designed for teaching and to practice teaching.
- The recording studio will be moved to outside the TIC area.
- All faculty will have fob access to the area 24/7 including access to bathrooms.
- In the long term, when nursing moves into their new building, the TLC would move to the current Allied Health building. It would be a good idea to note that this was put into the strategic plan. Yeager volunteered to be on the subcommittee to plan for an ultimate move to a permanent space.

B. Committee Members Share a Teaching or Learning Related Book That Has Influenced How They Teach and / or Learn

- Tabled.

C. Approval of Revised Travel Request Form language

- The committee agreed to include the new language on the travel request form.

D. Request for Reinventing the Student Experience, "Stay on the Path" Work Group Liaison

- Tabled.

VIII. Adjournment – The meeting was adjourned at 1:38pm.