

**San Diego Mesa College
Campus Employee Learning Committee
Meeting Notes**

November 10, 2016
3:00 p.m. – 4:30 p.m., LOFT

ATTENDEES	Monica Romero	
	Erika Higginbotham	
	Judy Sundayo	
	Mark Manasse	
	Trina Larson	
	Tasha Frankie	
	Caterina Palestini	
	Wendy Smith	
	Clark Wilson (district)	
	Eva Parrill	

Call to order at 3:05

DISCUSSION	<ul style="list-style-type: none"> • Members introduced themselves
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Agenda Item 1: Related Employee Development/Learning Committees (Revisit discussion from last meeting)

DISCUSSION	<ul style="list-style-type: none"> • Monica gave summary of how professional development/learning committees have been realigning- reconsidering their purpose and if their name reflect that <ul style="list-style-type: none"> ○ Staff Development Committee -> Conference and Travel Committee ○ Classified Staff Development Committee -> Classified Professional Learning Committee ○ FLEX committee- will be revisited • Briefly discussed who is a member, and reminded all that membership needs to be approved by president's cabinet • With new school year- reconsidering purpose & goals of committees & does name reflect these reviewed the website "About" <ul style="list-style-type: none"> ○ Centralize / coordinate / promote the use of professional learning
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	<ul style="list-style-type: none"> activities <ul style="list-style-type: none"> ○ Partners with the loft to provide funding for professional learning ○ Provides guidance for the LOFT <ul style="list-style-type: none"> ▪ Trina & Wendy will draft a new "about" (Maybe Mark & Cathy will help?) to be posted on website ▪ District will serve as a conduits • Reviewed membership on website <ul style="list-style-type: none"> ○ Center for independent learning rep should be MT2C rep (Mark) ○ Wellness committee does not exist anymore • What are the goals (website) <ul style="list-style-type: none"> ○ Coordination of Professional Learning across campus -creating a form for this – ○ evaluate PL activities
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Draft a new “About” for CEL committee to be posted on website	Trina, Wendy, Mark, Cathy	Dec 6?

Agenda Item 2: Draft Document for Professional Development Funding/Programming Requests (Denise)

DISCUSSION	<p>Denise was attending another meeting, so Monica summarized the “Campus Funding Sources” chart Denise had created</p> <p>The goal is to meet with these committees to confirm information is correct. Questions to consider: What budgets can pay for food, Closed captions, interpreting? Suggestion: Add categories for classified, full time faculty, adjuncts, NANCES, Admins Once we have more information we can start drafting a single form to streamline the process of applying for professional development/learning funding</p>
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Agenda Item 3: Professional Development Across Campus

DISCUSSION	<p>Each member summarized professional development activities they were working on / participating in across campus:</p> <ul style="list-style-type: none"> • Judy- CDAIE- cultural competency training is wrapping up (4 session training), demand for repeat in the spring; safe zones training; Native American story & song event upcoming within a week. There is a concern with Mesa's ability to respond to current events that may require immediate action with regards to space on campus (for example, reactions to election results). SEPIA program- collaboration between many programs to track & support male students of color to see if services are responding to their needs- aim to provide inspirational speaker and healing <ul style="list-style-type: none"> ○ can we get more coordination w/ LOFT for Safe Zone Training? • Clark- District wrapping up leadership academy for classified & supervisors,
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	<p>upcoming leadership academy for faculty</p> <ul style="list-style-type: none"> ○ coaching program for leadership academy graduates ● Erika- wants follow up activities for professional development events, like HSI speakers ● Cathy- Atrium display- holiday display in the atrium to represent different cultures and traditions ● Wendy- Transformation/ BSI had John Hetts visit about assessment, inequity, disproportionate impact, PowerPoint is available for distribution; Professional Develop for accelerated English; presentation at California Acceleration Project conference ● Tasha- Math & Science open house- students "took charge"/ownership of activities to make event successful ● Trina- Classi-con (strengths quests 2); inquiring about how to encourage classified staff to take ownership of equity efforts and increase partnership <ul style="list-style-type: none"> ○ who else can help out on this mission? Investigate classified senate? ○ home-grown best practices ● Eva- Mesa Reads <ul style="list-style-type: none"> ○ HSI speaker Asao Inoue ○ Book Club ○ FLEX ● Mark- "professionalization of tutoring" how to use RA framework to connect training to habits, <ul style="list-style-type: none"> ○ cycle of learning ○ adding to the field ○ tutoring conference in Riverside- over 30 tutors attended, some presented ○ tutor expo in March ○ what does it mean for students who are cycling in & out of Mesa? ○ embedded tutors with Faculty & Tutors both training at the same time ○ connection between supervising PL and tutor PL ○ addressing different domains of tutoring
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> ● Follow up activity for Lee Mun Wah/HSI speaker trainings ● Set up email for MesaFlex@sdccd.edu for Flex activities 	<ul style="list-style-type: none"> ● Denise/ Eva? ● Eva/Monica? 	<ul style="list-style-type: none"> ● Spring 2017 ● Spring 2017

Adjournment:	<ul style="list-style-type: none"> ● Meeting was adjourned at 4:30 p.m.
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Next Meeting: Thursday, Dec 8, 3:00 p.m. – 4:30 p.m., LOFT

Submitted by: Eva Parrill

Approved on: 11/28/16 (by Monica Romero & Andy MacNeill)