

**MERRITT COLLEGE
PROFESSIONAL DEVELOPMENT COMMITTEE MEETING**

Online via Zoom

Thursday, August 13th, 2020 9:00 –10:30 am

Minutes

Present: Maria Suarez, Jose A. Salceda, Doris Hankins, Frances Moy, Jason Holloway, Maria Spencer, Dr. Lilia Chavez

Absent: Soledad Leung, Denise Woodward

Guests: David Johnson, Elaine Wallace, Nathan Pellegrin, Monica Ambalal, Stefanie Harding, Inga Marciulionis, Denise Richardson

AGENDA ITEM	SUMMARY OF DISCUSSION	ACTION ITEMS/CONCLUSIONS
1. Call To Order	<i>Meeting called at 9:00 am.</i>	
2. Approve Agenda	<i>Agenda approved with no corrections.</i>	M/S/P- Maria Spencer/Frances Moy
3. Approve 05/28/20 Minutes	<i>Minutes approved with no corrections.</i>	M/S/P- Frances Moy/Maria Spencer
4. Fall Flex – Review Schedule	<p>8:45 - 9:30 am Remarks by President David Johnson and Welcome from constituencies</p> <p>9:30 - 11:00 am Accreditation updates and college wide activity - Accreditation Committee</p> <p>11:00 - 12:00 pm Student services online - Dr. Lilia Chavez and classified staff</p> <p>1:00 pm Culturally relevant pedagogy - VPI. Richardson</p> <p>1:00 - 2:00 pm SAS Adaptive Technology & Alternate Media: Online Resources and Obligations to Support Faculty and Students - Mitra Mofidi and Lee Peevy</p> <p>1:00 - 2:00 pm Home Office: Ergonomic and Stretching Considerations to Avoid Fatigue and Pain - Christoph Muhlinghaus</p> <p>1:00 - 2:00 pm New Faculty Orientation - Tom Renbarger</p> <p>2:00 - 3:00 pm Encouraging Student Success in the Online Classroom - Monica Ambalal</p> <p>2:00 - 3:00 pm Redefining the Frontline: Moving from Protest to Activism -Jason Seals</p> <p>2:00 - 3:00 pm Excel Basics to Make your Workflow Efficient at Home - Jon Olkowski (District)</p> <p>3:00 - 4:00 pm Division meetings. Div. 1 Dean Foster Div. 2 Dean Holloway Div. 3 Dean Amboy</p>	<p>President Johnson will provide a welcome and update on ACCJC probation.</p> <p>Accreditation updates will highlight improvements, overview of ISER, APU templates, and assessment. Maria Suarez recommended that there be an even distribution of participants in the breakout rooms.</p>

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	<p>3:00 - 4:00 pm (IBR) Interest – Based Relational Approach to Conflict Resolution working remotely at home during the COVID-19 Pandemic - Maria Spencer</p> <p>3:00 - 4:00 pm Accounts Payable and Procurement Overview - Nick Share</p> <p>4:00 - 5:00 pm Department/ CE Programs or Committee Meetings - To the discretion of the Department chairs or committees</p>	
5. Objectives: Fall 2020 and Spring 2021	<p>Objectives include:</p> <ol style="list-style-type: none"> 1. Establishing more professional development opportunities. 2. Offering trainings that cover online teaching pedagogy and use of social media. 3. Create a survey for better participation in online trainings. 4. Record trainings. 5. Multi-tier trainings. 6. Faculty and staff collaborating on training using PDC funds. 7. Training on ADA accommodations and accessibility. 8. Budget requisition process training. 9. Assessing and gathering data. 	
6. Trauma Informed Trainings	Trauma Informed Trainings: Will be offered. Dates to be determined.	
7. Other Items	Next meeting scheduled for September 3 rd at 9:00 am.	
8. Adjournment	Meeting Adjourned at 10:09 am.	

* M/S/P = Motioned/Seconded/Passed