

Professional Development Meeting (PD) & Opening Day Meeting Minutes
Date: 8/7/13

Present:

Judy Miner, Bernata Slater, John Mummert, Ben Stefonik, Erica Onugha, Roberto Sias, Elaine Kuo, Judy Baker, Mia Casey

- Notetaker: Casie Wheat x7200

AGENDA

1. PD Committee & Opening Day Workshops (See handout: J. Baker/ B. Steffonik)
2. Equity Committee
3. Opening Day Details

UPDATES

- Miner gave the following updates:
 - The Equity Group hopes to have a draft plan to present to PaRC by the end of the fall quarter
 - Elaine Kuo says that the group has not officially met yet; so far, only a writing sub-group has been organized
 - Judy Baker has taken over for Kurt Hueg as the coordinator for the campus tech project
 - TBA meeting to be scheduled in the fall with PD and Gay Krause to discuss the role of KCI in housing/staging of professional development
 - Ideas: How to include our own faculty and staff
 - Current KCI programs are K-12 directed
- Baker commented that there was a request by Leslye Noone re: Session Planning & Professional Development Certification
 - Miner is interested in seeing this happen
 - The process should include Roberto Sias/Classified Senate

PROFESSIONAL DEVELOPMENT COMMITTEE

- Opening Day Plan (See handout: J. Baker/ B. Steffonik)
- Marueen Chenoweth thought to add some classified staff centered workshops (See: Breakout Workshops section on handout)
 - Sias stated that classified staff need user-friendly takeaways from workshops
 - Miner commented that the advertising could give a takeaway summary to so define exactly what will be covered in each workshop; also, feedback should be collected to ask attendees questions, such as: “Did you get what you expected?”
 - Erica Onugha proposed that all Opening Day workshops (time permitting) have a nuts-and-bolts section to ensure participants have something to take with them
 - Miner said that all presenter materials should be posted on the college website as part of reporting out/documenting Opening Day activities
- John Mummert reminded the group that some classified staff in A&R will not be able to attend because they are open

- Baker noted that Denise Swett holds professional development events/trainings for her department; with some coordination, the PD committee could work with Denise in the future

EQUITY COMMITTEE

- Onugha stated that she wants the process of equity to be resourceful; so an end goal of the project must be defined
 - Onugha noted that Opening Day is a good time to let people know that the work of the equity committee on campus will be an active engagement process
 - Miner agreed that equity on campus should take on a snowball effect, meaning that by participating in equity planning, staff can then include equity in all aspects of student life and learning (i.e. resource requests, career tech, underrepresented populations, etc.)

OPENING DAY DETAILS:

- Proposed opening day schedule:
 1. Judy Miner Welcome/Campus Updates (8:45-9:30AM)
 2. Equity Committee & Work introduction by Erica Onugha (9:30-9:45AM)
 - a. Goals, reviewing common terminology/ common vocabulary
 - b. 6 min video: Importance of equity in classroom—Equity and excellence are not mutually exclusive
 3. PD Committee & Work introduction by Ben Stefonik (9:45-9:50AM)
 - a. Slides, survey results, takeaways?
 4. Keynote speaker Felicia Friendly Thomas introduced by Judy Miner (9:50-10:40AM)
 - a. 40 min for keynote + 10 min for questions
 5. 1 Round of 1h15m Workshops (10:45AM-12PM)
 - a. All 6 workshops held at the same time; Participants must choose one to attend
 6. Lunch at 12pm
- Sias proposed that the workshops be recorded to have access to all workshops
 - Baker mentioned that video is too expensive, but KCI might have the capacity to record using in-house equipment
 - Baker suggested audio recording via podcasts is an option; then recording can be posed online along with any presenter materials

TO DOs:

- Mia Casey needs the following from the group:
 - Contacts for keynote speaker for AV requirements
 - Any room arrangements details
 - Any details for building the postcard--To be mailed out next week
 - Any details for building the website to post workshop materials, pictures, write ups from presenters
- Baker will be responsible for e-permits and maps
- Baker will confirm any unconfirmed workshops

**Foothill College Opening Day
Professional Development
Tentative Schedule**

Keynote in Smithwick

- Promoting Equity and Justice: Desegregation in South Carolina (title?)
 - Felicia Friendly Thomas (presentation title pending)

Breakout Workshops (confirmed)

- Promoting Equity and Justice - discussion about Felicia Friendly's talk
 - facilitated by Felicia or other faculty member
- Equity and Basic Skills Instruction
 - Joan Cordova from Orange Coast College
- The discriminating effects of favoritism
 - John Fox
- Heroic Imagination
 - Mindsets

Breakout Workshops (not yet confirmed)

- "Who Are We Serving: Student Characteristics" - Current student demographics and how we can welcome diverse students on an ongoing basis
 - Alex Duran and/or Elaine Kuo
- "Inclusion and Difference" – Diversity awareness; Techniques to be more inclusive; Share effective strategies for working with students who are non-native English-speakers
 - Erica Onugha, Melanie Hale, Teresa Ong, Alex Duran, and/or Scott Langford