CTL Meeting Notes
3/21/22

- **Check-ins:**
  - Leo Cruz (Counseling): Having all the counselors together and talk about the services offered and what they do. This is an idea for Flex Day.
  - LaShonda (Student Services): She has some ideas for Flex Day, not only for classified professionals but also for faculty.
  - Maddie (LAD): There have been discussions in the English department about students' mental health. Could we be doing something more creative to help students cope with course requirements and the stress of these times?
  - Heeju (PRIE): Working on AB 705 reports.
  - Lena (Math/Science): The division got a grant and will be putting together a project.
- The **Senior inquiry designer position** is coming up; will be sent to the Board for approval. This position has a lot of overlap with the SLO coordinator position. It's currently being considered that this person will be in charge of the SLO assessment process.
- **PD plan discussion:**
  - There is a final draft of the plan. The plan was presented to the committee during the meeting for feedback. Silent reading for 10 minutes. Then reconvene for discussion.
  - **Feedback on the PD plan:**
    - There is an emphasis on Flex Day, but other forms of PD are not as visible in the plan.
    - There is not currently a system for accountability. How do faculty and staff get evaluated/recognized for the PD they are already engaging in?
    - Should we wait until the full-time faculty PD coordinator is hired to continue working on the PD plan?
    - The plan should be more comprehensive and incorporate all aspects of PD going on at CSM, not just Flex Day.
    - There are other voices/groups that need to be brought into the conversation.
    - The faculty PD coordinator position that was approved does not cover PD for classified professionals.
    - We need more PD on DEI areas.
- Maddie proposed having dedicated time during the next CTL meeting (April and/or May) to read summaries of Program Review and determine what can be used to inform Flex Day and other PD opportunities. This is important to complete the program review cycle; the broader CSM community often do not know what happens with the program reviews after submitted.
  - (Based on Heeju's comment) People are interested in getting feedback on their program review (e.g., the format they used, how information was organized, how data was used and presented), so that they can improve next time.
- **Flex Day-April:**
  - Proposals are coming in. Multiple modalities will be offered as options. Need to figure out how to communicate what each modality means.