

**Campus-Wide Professional Development Planning Committee Meeting - April 12th, 2022 -**

**1:30 pm 3:00 p.m.**

<https://smccd.zoom.us/j/81792194984?pwd=cjJUSDNjL1BQb3I4c1lKMFFrd3Q0UT09>

Agenda Item	Time	Notes
<p>April Flex Agenda Planning</p> <ul style="list-style-type: none"> <li>• Day-of Support &amp; Logistics</li> <li>• Flex Day Web site review</li> <li>• Session Evaluation review</li> </ul>	45 mins	<p>Discussed strengths/liabilities of more collaborative approach</p> <ul style="list-style-type: none"> <li>• JK: Are we denying any proposals from the college? Need to be sure we aren't impacting that</li> <li>• DR, DM - we don't deny, but when a proposal is does not have a wide enough scope to include the college, we encourage the proposer to use a different way to offer</li> </ul> <p>Session Details</p> <ul style="list-style-type: none"> <li>• Filoli - should be sponsored event, not asking people to buy tickets. In future, look at possibility of buying a group of tickets, then asking if we can get any refund if not using all of them</li> <li>• KM: Syllabus Workshop had requested online only, but presenters feel that may be more difficult to do and want to do one or the other. KM will let me know this week if they want to change from hybrid</li> </ul> <p>Evaluation Form</p> <ul style="list-style-type: none"> <li>• Separate session from questions</li> <li>• KM: change from 5 point likert scale to 4, helps avoid middle of road responses, but overall the scale is not very helpful</li> <li>• DM: better to leave open-ended response, remove</li> <li>• Remove name, email, set to anonymous, add text to this</li> </ul>
Future agenda items	15 mins	