



Professional Learning Committee Meeting

Tuesday | April 22, 2025
1:30 pm – 3:00 pm | [Zoom](#)

COMMITTEE MEMBERS

Adjunct Faculty

Victor Garcia (A)
Rami Oweini
Raylene Sosa (A)

Associated Students

Alexa Gonzalez
Ruby Bartlett
Cora Averweg (A)

Classified

Cerise Guerrero
Briceyda Torres, Tri-Chair (A)
Vacant

Full-Time Faculty

Sarah Bosler, Tri-Chair
Priscilla Englert (A)
Patrick Schmiedt (A)

Management

Salima Allahbachayo
Eric Calderon
Ty Thomas, Tri-Chair

Meeting Assistant

Trevor Tolliver

Supervisors/Confidential

Marivel Sanchez (A)
Matthew Tabizon
Vacant

MEETING MINUTES

1. Approval of the meeting minutes from November 26, 2024, and February 25, 2025
 - a. November 26, 2024—Approved.
 - b. February 25, 2025—Approved.
 - c. March 25, 2025—Approved.
2. Budget Update
 - a. The travel funding requests deadline was April 1, as all requisitions for 2024-25 needed to be entered by April 25. The committee was able to approve the entire list of March travelers for their full requested amounts.
 - b. Even with every funding request approved and encumbered, approximately \$5,000 remains in the budget for last-minute requests and any other outstanding charges.
3. Professional Learning Trainings—Spring 2025 [Technology and Innovation]
 - a. Completed trainings
 - i. Drug Safety and Overdose Prevention

The first overdose prevention training was held on April 9, and attendees enjoyed facilitator AJ Banuelos's energetic and engaging presentation. A second training is available on May 8 at 3:00 p.m. in LH-101.

ii. Technology Fridays!

Videos for the last three trainings—"AI for Workplace Efficiency," "Remote Work Tools," and "Zoom Tools"—are available for viewing, or are in the process of being posted, on the Vision Resource Center.

iii. Gallup CliftonStrengths – Academic Team

Academic Deans and directors participated in a two-day workshop facilitated by Shanell Tyus where participants evaluated their own styles of leadership and how to nurture and cultivate their unique, personal strengths and skills within their roles.

iv. Survey Results

The committee reviewed the survey results from the various employee trainings and assessed the strengths and challenges in each. Surveys also revealed the kinds of topics that attendees are interesting in learning more about—some of the most popular topics included emergency preparedness, active shooter, CPR, online security, inclusive sex and reproductive health, and fire/safety/first aid training.

b. Upcoming trainings

i. Technology Fridays!

1. Adobe Sign and Accessibility (4/25/25)
2. Using AI in the Program Review Process (5/9/25)
3. Microsoft 365 Tools (5/23/25)

ii. Equity and Culturally Responsive Online Teaching (4/28/25)

This 4-week course led by Becky Rudd filled up quickly and was very popular; many adjunct instructors were able to participate, as well. Additional offerings of the course may appear in the future.

iii. Basic Needs Ally Training (4/29/25)

iv. Combating Transphobia (5/5/25)

This workshop is being led by Citrus student and Pride Center Student Assistant, Alexander Ainsworth, in CC-104 from 10:00 a.m. – 12:00 p.m.

- v. Drug Safety and Overdose Prevention (5/8/25)
- vi. De-Escalating Situations while Protecting your Mental Health (5/22/25)

Guest facilitator Dr. Pilar Huffman will be presenting this workshop in CC-104 from 12:00 – 1:30 p.m.

4. Discussion

- a. Professional Learning Faculty Coordinator (Fall 2025 – Spring 2028)

The position will be flown in just a few days, and interested faculty are encouraged to check out the posting and apply.

- b. Distinguished Faculty Award

There are currently seven submissions for the award, with five nominations. A follow-up reminder email will be sent out soon to encourage more people to submit nominations by the May 1 deadline.

- c. Technology Fridays – Fall 2025 Topics?

The committee suggested new topics, and topics to revisit, including Zoom and Microsoft 365 tools, Planner for project management, Stream for uploading accessible videos, and the Sway and Teams platforms. Learning opportunities can also be shared with students, particularly those who are newer to the technology and its potential as a valuable aid.

5. Updates and Events Across Campus (All)

- a. It's Poetry Month, and the library is running a "black-out" poetry activity throughout the month. They are also celebrating Neurodiversity Awareness Month with a display of books by and about neurodivergent authors and characters.
- b. The English Department is hosting an Open Mic event on May 5 in CI-159 from 2:00 – 3:30 p.m. Students and staff are encouraged to participate and attend.
- c. Keep an eye out for events happening around campus to celebrate Black Student Success Week that includes mixers, webinars, a student wellness talk-and-walk, and other activities to engage in community.

- d. External Relations will soon be releasing an employee photo directory.
- e. ASCC has started student spirit days where there will be treats for students on Tuesdays. Students and staff are encouraged to wear their Citrus gear on Tuesday; more details will be shared on the ASCC Instagram account.

The meeting adjourned at 2:29 p.m.

2024 – 2025 Meeting Dates
April 22, 2025 | May 27, 2025