

## COMMITTEE NAME Meeting Minutes

22 January 2026 1:30 PM – 2:45 PM

### Members Present

<b>Voting Membership</b>	John Stover (Faculty - AS)	Rebecca Stoddard (Faculty - AS)	Jessica Harris (Faculty - AS)
		<b>Absent</b>	
	Ann Foster (Faculty - AS)	Robert Bisordi (Faculty - AS)	
	Alexa Forrester (Faculty - AS)	Tim Melvin (Faculty - AFA)	

### Agenda Items

- **The Meeting was Called to Order** at 1:30 pm. by Committee Chair J. Stover.
- **Open Forum.** There were no requests or statements made during open forum.
- **Welcome and Introductions.** Committee Chair, J. Stover, welcomed everyone to the meeting. With a full slate of meetings scheduled for the semester, J. Stover reported he is looking forward to working with the committee. Committee Chair, J. Stover, welcomed the new Administrative Assistant in the Academic Senate, K. Lamb. A reminder that R. Stoddard will not be in attendance at this meeting today.
- **Approval of the Agenda:** The meeting agenda is approved with no opposition.
- **Approval of the Minutes:** Please note Committee Chair, J. Stover, will work with K. Lamb to create space on the website for meeting materials. A. Forrester moved to approve the agenda, seconded. All in favor.
- **Debrief and Next Steps on Vision Resource Center Adoption** – J. Stover reviewed there is a good amount of information regarding this topic. Are there thoughts from any of the committee members if this should be done locally?

A discussion took place regarding the need for a solution when SIS goes away. This option looks to solve some of the issues and it is an attractive solution, but it also comes with concerns regarding maintaining local control, privacy and the external component which seems to be awkward. The concerns do not outweigh the advantages. This program has the opportunity to centralize a calendar for professional development. Looking at the presentation from Palomar College, they have the staff to help coordinate and monitor the success of this program. The SRJC does not have the staff to monitor. There needs to be a software tool. It was reviewed that transparency is important.

Other comments from the Distance Education Department; Faculty online training and this department would be doing the tracking and helping the faculty.

Suggestion and interest in having L. Beach reach out to other colleges that have VRC, we need a point of comparison. A. Foster has some contacts and is willing to reach out to them. L. Beach and A. Foster will report back to the committee. They recommended using a list of the same questions for their contacts. Another suggestion is to reach out to AFA to see if the union could reach out to other union offices, this could be helpful information.

- *Communities of Practice* - J. Stover reported the emails went out for group proposals and reviewed the timelines. It was confirmed that this is the committee that will review, read, and approve future proposals. At this particular time the proposals will go through the ASEC committee based on the timeline provided. The new AA, K. Lamb, will coordinate the efforts for the fall. A suggestion was made to do the planning for an entire year as a long-term view, but that may not work for schedules. A blended approach was agreed upon, plan for a year but leave spots open. A suggestion was made for future committee training on what will be expected for the review process. The committee chair reviewed the criteria outlined in the email, noted thus far there is a consistent amount of money, and that in the past all proposals were approved and fundable.
- *Revitalizing the Center for Excellence in Teaching, (CETL) and Promoting SRJC's Culture of Teaching and Learning* - A discussion took place regarding access to CETL, a faculty-based facility available for workshops and conversations as originally utilized. PD Day is a great way to interact, but it is not enough time for colleagues to engage and sustain a culture. CETL is presently underutilized and under programmed. Since 2024, the Academic Senate Retreat is scheduled in CETL each Fall and Spring. Two ideas were circulated to have a lunch series and a salon event; there could be a grand re-opening. Some suggestions to make a more useable space within CETL and for the possibility of having a conference table added to the space were also made. The distance learning staff are in offices located in that space and it would be nice to get their opinion, too. It was reviewed that it would be a great idea to get a conference table or equivalent, they would love to have more folks use that space and they are willing to help with a lunch and learn. Reviewed how the space could be used to invite more people, book clubs, workshops, and have office hours (with a cubicle).
- *PDA Day related concerns* – Time ran out on the agenda, so this item will be brought back to the next meeting.

The meeting adjourned at 2:45 pm.