**LPG Minutes**

**Date:** Thursday, February 27, 2025

3:15PM – 4:00PM

**Location:** Library L-215 / or <https://4cd.zoom.us/j/82360929727>

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| **Topic/Activity** | **Lead** | **Time** | **Discussion, Action, Follow-up** |
| 1. Welcome / Announcements/ Public Comment   No announcements or comments were made   1. Review and Approval of Agenda and minutes   The agenda and 12/5/24 Minutes were approved | Erlinda/Justin | 5 | Report out/Action |
| 1. **Opening Day Feedback - spring 2025**   Looking at the evaluation results, The team noted that 66% of attendees approved of the event, but there were mixed feelings about the event's length and the inclusion of some of the topics. Some attendees felt rushed and suggested that less topics covered might be more effective. The event did go over the advertised completion time. There was also a suggestion to balance the start time with student support services. It was mentioned that people were happy about the breakfast and lunch, but there was not enough food. The team also discussed the need for more information about LMC specific challenges, initiatives, successes, and the feeling that the event wasn't as LMC focused as usual. The team agreed on the importance of tradition (such as recognizing years and achievements of employees) for fall opening day and the need for more specific applications. They concluded that the collaborative piece of the activity was well-liked but the feedback suggests that they needed to incorporate more real takeaways for employees work with students. The layout of the tables was appropriate for good group collaboration. The discussion ended with the President's Office interest in forming a PDAC workgroup to help guide future Opening Day agendas. Members agreed that PDAC does not have the capacity to do the planning and running of the event. A suggestion was made to focus primarily on analyzing and reporting feedback so PDAC can help faculty/staff voices feel heard and at least partly shape future opening day agendas without becoming planners or facilitators.   1. **Focused Flex Feedback & AI Discussion**   The team discussed the successful RSI technology session, which everyone seemed to enjoy, despite some small technical hiccups. The group agreed to continue professional development around RSI and to collaborate more often. They mentioned the District Wide AI Summit on April 11th, and the upcoming language from the district-wide AI task force about AI usage. They further discussed the possibility of a variable flex activity for faculty training and how it could be aligned with other campuses for consistency. They emphasized the importance for faculty to seek more guidance on AI usage and plagiarism.   1. **Review Variable FLEX Proposals / Special Projects**   UF Evaluation Training:  The team approved the training request but noted that the need for approval or disapproval of these sessions as flex events may not be necessary, as they are part of a Unified Faculty district initiative.  No special projects were submitted. Next steps for form and process cleanup was tabled for a later meeting.   1. **Flex Week Follow up and Fall-25 Timeline**   The team discussed the timeline for completion of attendance and roster submissions, aiming to have the bulk of it wrapped up by March. They suggested sending reminders to facilitators to finish their tasks before spring break. They also discussed the upcoming flex proposals, planning to have a call for submissions in early to mid-April. It was also suggested to meet the week after the 4/24 PDAC/LPG meeting if more time was needed to approve the Flex proposals. | Erlinda/Justin/All | 20  10  5  5 | Information/Discussion  Information/Discussion  Information/Discussion |
| 1. Adjournment / Closing Comments   The committee adjourned meeting. |  |  |  |