



# Classified Professional Development Committee

Tuesday, March 31, 2015

11:00 pm – 12:30 pm

Bldg. 40, Room 129

## Minutes

### Attendance:

<input checked="" type="checkbox"/>	Brenda Dial		Stacey Gutierrez	<input checked="" type="checkbox"/>	John Lewallen	<input checked="" type="checkbox"/>	Robert Montoya	<input checked="" type="checkbox"/>	Carol Nelson		Tannia Robles
	Julie Hasslock	Minutes:									Maria Cardenas

Item	Purpose	Outcome
Welcome <input type="checkbox"/> All	<ul style="list-style-type: none"> <li>Review Agenda</li> <li>Review and approve minutes from prior meeting</li> </ul>	<ul style="list-style-type: none"> <li>Minutes from February meeting were approved with one typo correction.</li> </ul>
POD Update <input type="checkbox"/> Stacey Gutierrez & John Lewallen	<ul style="list-style-type: none"> <li>Discuss content for newsletter representing Classified, Supervisors, Confidentials, etc.</li> <li>Board approved the Professional and Organizational Development (POD) remodel on March 25, 2015. Renovation expected to be completed in June.</li> </ul>	<ul style="list-style-type: none"> <li>The group was asked to start thinking about content for a newsletter representing Classified, Supervisors, and Confidential staff.</li> <li>Board approved the Professional and Organizational Development (POD) remodel on March 25, 2015. Renovation is expected to be complete in June.</li> </ul>
Upcoming Opportunities <input type="checkbox"/> Stacey	<ul style="list-style-type: none"> <li>New Employee Welcome has been rescheduled for Thursday, May 14, 2015. Expecting 25 attendees. CPDC is invited to stop by and welcome new employees</li> <li>SanFACC mentorship program</li> <li>Classy Award nominations</li> <li>Classys week planning</li> <li>Health Fair</li> <li>FLEX day/Professional Development Day – still confusion/concerns over 1 or 2 events</li> </ul>	<ul style="list-style-type: none"> <li>Two handouts were given about the SanFACC Mentor Program. This program has been revamped so that it no applies to all employees interested in being promoted. In years past, this program was only for individuals wishing to move up to management positions. All interested employees are encouraged to apply.</li> <li>The Classys are scheduled for May 20, 2015. Nominations are due to Classified Senate around April 20, 2015. John reminded everyone to consider nominating someone for a Classy award. John will be discussing with CSEA about the planning and coordinating of events for Classified Employee Week. Robert will talk to Justin Ott about CSEA 651 planning and coordinating Goofy Golf and a BBQ sometime during Classified Employee Week. John is also working with Donna Lee to coordinate a tour at the Exploratorium (Meek Collection for Classified week.</li> <li>Classified School Employees Week is scheduled for</li> </ul>



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		<p>the week of May 18<sup>th</sup>. The group had a few ideas for activities we would like to see.</p> <ul style="list-style-type: none"><li>• A Health Fair is in the works for May 15, 2015.</li><li>• There is still some confusion about FLEX Day. President Scroggins is proposing one day, he would like to close the campus to students on FLEX Day so that all may attend the meetings and workshops offered. Further discussion on FLEX Day is historically scheduled for the Friday before the start of the Fall semester.</li></ul>
<p>Announcements</p> <p><input type="checkbox"/> All</p>	<ul style="list-style-type: none"><li>• Attendance</li><li>• Discuss any important dates/Information, deadlines</li></ul>	

*Next Meeting:* April 28, 2015, 11:00 am – 12:30 pm, Bldg. 40-129

*Future Agenda Items:*