



Classified Professional Development Committee

Tuesday, August 29, 2017



11:00 am – 12:30 pm

Bldg.6, Room 144

Minutes

Attendance:

<input type="checkbox"/> Cesar Castañeda	<input checked="" type="checkbox"/> Ruben Flores	<input type="checkbox"/> Lianne Greenlee	<input checked="" type="checkbox"/> Marlyn Lanuza	<input checked="" type="checkbox"/> John Lewallen	<input checked="" type="checkbox"/> Cynthia Orr
<input checked="" type="checkbox"/> Bill Rawlings	<input type="checkbox"/> CSEA 262 FT (Vacant)	<input type="checkbox"/> Supervisor (Vacant)			
Guest(s): <input type="checkbox"/>				<input checked="" type="checkbox"/> Brenda Dial (Minutes)	

Item	Purpose	Outcome
Welcome	<ul style="list-style-type: none"> Review Agenda Review and approve minutes 	<ul style="list-style-type: none"> Minutes <ul style="list-style-type: none"> July 25, 2017 – Approved with corrections
CPDC	<ul style="list-style-type: none"> Membership Purpose, Function, Membership Review CPDC Workgroup <ul style="list-style-type: none"> Assignment: Review past POD Activities for PGB Credit Will being meeting September 12, 2017 Continue meeting every Second Thursday of the Month, until no longer needed 	<ul style="list-style-type: none"> Membership <ul style="list-style-type: none"> See updated Purpose, Function, Membership Purpose, Function, Membership Review <ul style="list-style-type: none"> Changes made to 2016-17 submission Will be presented to PDC CPDC Workgroup <ul style="list-style-type: none"> Assignment Accepted <ul style="list-style-type: none"> A list of 2016-17 POD workshops is needed for analysis and categorizing Will commence on September 12, 2017 Will continue meeting every Second Tuesday of the Month, until assignment complete <p>Homework: Lianne  Listing of 2016-17 POD Workshops for PGB Review</p> <p>Homework: John  Present Purpose, Function, Membership to PDC</p>
POD	<ul style="list-style-type: none"> Updates 	<ul style="list-style-type: none"> Tabled



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<p>CPD-Day</p>	<ul style="list-style-type: none"> • Re-Cap 	<ul style="list-style-type: none"> • Re-Cap <ul style="list-style-type: none"> ○ Needs Assessment should have a focus on finding presenters for specific workshops (Bill) <ul style="list-style-type: none"> ▪ We should do this through the year (John) ○ Move Drop for Payment date earlier to not conflict with CPD-Day
<p>Great Staff Retreat</p>	<ul style="list-style-type: none"> • 2017 Report Out • 2018 Planning <ul style="list-style-type: none"> ○ Dates ○ Format Discussion <ul style="list-style-type: none"> ▪ StrengthsFinder morning of retreat ▪ Attendee Action Plans 	<ul style="list-style-type: none"> • 2017 Report Out <ul style="list-style-type: none"> ○ Don't have action plans yet from Carol Nelson (Bill) • 2018 Planning <ul style="list-style-type: none"> ○ Format Discussion <ul style="list-style-type: none"> ▪ This retreat should be focused on having attendees be responsible for future tasks; their action plans (Bill) <p>AGENDA</p> <ul style="list-style-type: none"> 🌀 2017 Report Out 🌀 2018 Dates 🌀 2018 Format Discussion
<p>New Workshops</p>	<ul style="list-style-type: none"> • Plan for the Year <ul style="list-style-type: none"> ○ Advanced Excel, etc. ○ Office 365 Training Needs 	<ul style="list-style-type: none"> • Plan for the Year <ul style="list-style-type: none"> ○ Advanced Excel, etc. <ul style="list-style-type: none"> ▪ CPDC want to move forward and arrange/offer this in the next couple of months ○ Office 365 Training Needs <ul style="list-style-type: none"> ▪ IT will work with POD to plan for early 2018
<p>Professional Growth Benefit (PGB)</p>	<ul style="list-style-type: none"> • New Pathways for Credit <ul style="list-style-type: none"> ○ Leadership Academy ○ Self-Evaluation (Myers-Briggs, Colors, Mindfulness) 	<ul style="list-style-type: none"> • Tabled



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Open Forum	• Any additional information to add or discuss	
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Next CPDC Workgroup Meeting: September 12, 2017 (6-144)

Next CPDC Meeting: September 26, 2017 (6-144)

Future Agenda Items: