

Classified Professional Development Committee

Meeting Minutes – 04/06/21

Attendance:

<input checked="" type="checkbox"/> Rosa Asencio (Co-Chair: CSEA 262 President/Designee)	<input checked="" type="checkbox"/> Diana Dzib (Classified Senate Rep)	<input type="checkbox"/> Ruben Flores (CSEA 651 President/ Designee)	<input checked="" type="checkbox"/> Lianne Greenlee (Director, POD)	<input type="checkbox"/> Lizette Henderson (Confidential Staff Rep)
<input checked="" type="checkbox"/> John Lewallen (Co-Chair: Classified Senate President/Designee)	<input checked="" type="checkbox"/> Cynthia Orr (CSEA 262 FT Rep)	<input checked="" type="checkbox"/> Nancy Campos CSEA 262 Part-time Rep	<input type="checkbox"/> CSEA 651 Rep (Vacant)	<input type="checkbox"/>
Guest(s) Marlene Espina, Coordinator, POD				

Item	Purpose	Outcome
Welcome	<ul style="list-style-type: none"> • Review Agenda (JL & RA) • Review and approve minutes (JL, RA or ME) <ul style="list-style-type: none"> ○ 03/16/21 	<ul style="list-style-type: none"> • Agenda Review: Motion to approve by JL, 2nd by RA; approved by acclamation • Minutes: Reviewed and updated; motion to approve with update by CO, 2nd by JL; approved by acclamation
Old Business	<p>Updates/Follow-up:</p> <ul style="list-style-type: none"> • CPDC PFM (ME) • CPD Day planning (All) <ul style="list-style-type: none"> - Workgroup/Volunteer List (ME) • Training / Workshops <ul style="list-style-type: none"> - Calendar Diversity, Equity & Inclusion training plan (All) - Identified Gaps (RA/All) • Marketing plan for workshops <ul style="list-style-type: none"> - CPDC logo/branding (JL) • NEW Series Revamp (ME/LG) 	<ul style="list-style-type: none"> • CPDC PFM – Updated and voted on including a new position—Facilitator, moves to PDC to review and approve membership addition. • CPD Day Planning <ul style="list-style-type: none"> - JL suggested a courtesy email be sent to the volunteers and let the m know when they will be invited to participate for planning purposes. - RA suggested that once proposals are received, this group can review for selection. - Theme – was not technically approved, but is related to returning to “moving forward.” - Discussion on keynote; LG suggested 2 faculty from the psychology dept and shared the PPT for committee to review as possible keynote speakers. - All members to research possible keynote speakers and bring back to committee. - Set funds aside for bling/swag

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		<ul style="list-style-type: none"> - Tailgate social – In/Out, Mt. SAC hospitality or Sodexo truck; ME to research options. - LG suggested inviting Carol Nelson to speak review and report back to CPDC about the presentation from Ginger Klee and Stacy Bacigalupi (Trauma-Focused Care, Compassion, Connection) as possible keynote presenters for CPD Day; RA to invite Carol to present to the committee. - JL shared that there should be a focus on returning to work (in-person) now that the campus has dates for the transition to start taking place; JL indicated he would begin the research on resources for this topic and possible speakers. • Training / Workshop Calendar – (DEI) <ul style="list-style-type: none"> - ME suggested it become a track for CPD Day - Committee members to think about other speakers to suggest for this topic for presentation to classified. • Training / Workshop – Identified gaps – Tabled • Marketing Plan – Committee logo/branding <ul style="list-style-type: none"> - JL shared the artwork for consideration. - JL will send out to the committee members for review and selection to be brought for discussion at the next meeting; • NEW Series (identify workgroup) <ul style="list-style-type: none"> - RA, JL, ME & YH - ME will coordinate the meeting for this workgroup.
New Business	<ul style="list-style-type: none"> • PGB Proposed Activities <ul style="list-style-type: none"> - Review / Consideration 	<ul style="list-style-type: none"> • Designing for Care (Inspired Teaching Conference) <ul style="list-style-type: none"> - Not recommended for adoption due to focus on pedagogy for faculty.

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		<ul style="list-style-type: none"> - ME to send out Activity Proposal Form (APF) to co-chairs for 3-signature.
<p>Future item(s) *Agenda items not completed from past meeting will be carried over to the next meeting's agenda.</p>	<ul style="list-style-type: none"> • Great Staff Retreat 	<ul style="list-style-type: none"> • RA report out - Facilitators met and discussed a possible reunion for past attendees. - Conduct a drive-through activity (tailgate picnic). - Future planning conversation.
<p>PARKING LOT: Accreditation Alignment Assignments</p>	<p>Determine Format for doing this work</p> <ul style="list-style-type: none"> • Provide Accreditation Alignment for December 2018, January 2019, March 2019, April 2019, May 2019, June 2019, and July 2019, September (10) 2019 Minutes to Brenda (All) • Update Accreditation Alignment on December 2018, January 2019, March 2019, April 2019, May 2019, June 2019, and July 2019, September (10) 2019 Minutes (All) 	

Next CPDC Meeting: Zoom dates have been scheduled for the remainder of the 2020-21 academic year. Agenda items tabled will be added to the agenda items of the next regularly scheduled semimonthly committee meeting.

Follow-up / Action Items

- (All) CPD Day - Committee will research possible keynote speakers for CPD Day and bring back to committee.
- (All) Calendar Workshop topic/CPD Day - Committee members to think about and research possible DEISA speakers and bring back for discussion.
- (JL) Logos – share the file with committee members for review and selection & prepared to bring back for discussion at the next meeting.
- (JL) Return to work Resources – will begin researching info on possible resources or presenters.
- (ME) NEW Series - will coordinate the meeting for RA, JL, YH.
- (ME) PGB Activity - Send Activity Proposal Form (APF) for Co-Chair for e-signatures.
- (RA) CPD Day presentation – Will invite Carol Nelson to share about the Klee/Bacgalupi presentation.