



Classified Professional Development Committee

Tuesday, June 30, 2020

11:00 am – 12:30 pm

Online Zoom Meeting

Minutes

Item	Purpose	Outcome / Action Items
Welcome (John & Rosa)	<ul style="list-style-type: none"> Review Agenda Review and approve minutes <ul style="list-style-type: none"> June 9, 2020 	<ul style="list-style-type: none"> LG Move to approve, CO 2nd. Approved by acclamation Minutes not available
CPDC Membership (Rosa)	<ul style="list-style-type: none"> Finalize Status <ul style="list-style-type: none"> Pending Official Appointment (CSEA 626 Part-Time) 	<ul style="list-style-type: none"> E-Board will be reviewing status. Position remains open RA will review PPT list and reach out to offer option to participate
POD Updates	<ul style="list-style-type: none"> Sexual Harassment Prevention Training CCCCO Professional Development Plan CORA 	<ul style="list-style-type: none"> Training review is ongoing. PD Plan submitted on time to CCCCCO CORA summer cohorts begin in June. Email with information sent to classified on 6/9
Title V	<ul style="list-style-type: none"> Dr. Luke Wood available for CPD-Day 	<ul style="list-style-type: none"> Unanimous decision to engage him as keynote speaker. Lisa Rodriguez will confirm via email and be point-person for this session
Chancellors' Office Funding	<ul style="list-style-type: none"> Update on Approved Use of Funds: <ul style="list-style-type: none"> Microsoft Visio Fundamentals (Lizette & Lianne) NISOD Classified Staff Conference or All Campus Pass Funding Request Process Determination 	<ul style="list-style-type: none"> Lizette will follow up on dates for training with Laura NISOD registrations for all interested CPDC members are complete Funding Request Process Tabled to next meeting
Online CPD-Day 8/14/20 (John & Rosa)	<ul style="list-style-type: none"> Discussion of format (See Below for tentative Schedule) <ul style="list-style-type: none"> Pre-recorded sessions – Available in POD Connect afterwards 	See attached notes
New Employee Welcome (NEW)	<ul style="list-style-type: none"> Planning for 2020-21 <ul style="list-style-type: none"> How to offer (i.e. online)? When to offer? NEW Series Topics Melissa Berkley Shepard to ask if she has any video of the campus that could be used for the new employee welcome. This could be a way to show new employees parts of the campus since they will not get an in-person tour. 	<ul style="list-style-type: none"> Tabled
Great Staff Retreat (Barbara Carrillo)	<ul style="list-style-type: none"> Planning for 2020-21 <ul style="list-style-type: none"> Training for past participants: Trauma Informed Care in Higher Education: Building Resilience in Young Adults Exposed to Chronic Trauma 	<ul style="list-style-type: none"> RA Invite Barbara to next meeting 6/23 or written report



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	<ul style="list-style-type: none"> o Facilitator Training o Fall 2021 Retreat – Venue, plans 	
Professional Development Classified Training to offer while working remotely	<ul style="list-style-type: none"> • Currently Planned <ul style="list-style-type: none"> o Equity Mindedness (CORA Certificates) o EEO Certifications o Title IX: Sexual Harassment Prevention o Risk Management Training • Other Needs 	<ul style="list-style-type: none"> • Input from upcoming survey
Accreditation Alignment Assignments	<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) 	<ul style="list-style-type: none"> • Determine Format for doing this work – Table to next meeting
CPDC Purpose and Function	<ul style="list-style-type: none"> • Online Website Update: (Elda Blount) <ul style="list-style-type: none"> - Update to 2019-20 Meeting dates and add minutes as appropriate - Add 2018-19 Meeting dates and minutes - Change function #4 to read, "To plan Classified professional development activities in collaboration with the College." - Update online membership terms for Cindy, vacant 651 & vacant PT 262. • CPDC Purpose and Function Update (Brenda Dial) <ul style="list-style-type: none"> • Update Function #4 • Update membership to match what is online • Send revisions to CPDC members and to PDC for review 	<ul style="list-style-type: none"> • LG to check on updates
Professional Growth Benefit (PGB)	<ul style="list-style-type: none"> • New Requests <ul style="list-style-type: none"> o 	None
Open Forum	<ul style="list-style-type: none"> • Any additional information to add or discuss 	

Next CPDC Meeting: 6-23-20