

Classified Professional Development Committee

October 19, 2021 - Minutes

Attendance:

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

Guest(s):

Item	Purpose	Outcome
Welcome	<ul style="list-style-type: none"> • Review Agenda (RA, JL) • Review and approve minutes (RA, JL) <ul style="list-style-type: none"> ○ 09/07/21 	<ul style="list-style-type: none"> • Agenda Review: motion to approve by CO, 2nd RA; approved by acclamation • Minutes: motion to approve: LH, 2nd by CO; Abstain: LG; approved by acclamation.
Old Business	<p>Updates/Follow-up:</p> <ul style="list-style-type: none"> • CCCCCO Funding Request Form (ME/LG/RA) <ul style="list-style-type: none"> - Need to develop parameters on how to screen apps; - Budget Update • Marketing flyer for CCCO Funding RFP (JL/CO) • PDC Update(s) (RA/JL/LG) • CPDC Website Update (RA) • Great Staff Retreat (GSR) Update (RA/BC) 	<ul style="list-style-type: none"> • CCCCCO Funding Request form – operationalize the voting process; suggested to bring back to the committee or the chairs for discussion when more than 2 no votes have taken place online; add an additional option to bring back to committee for discussion. Have first look by ME before sending on to the committee. Update the form by providing an example on how the training will support/impact students. • CCCCCO Funding Flyer – Flyer to be sent out weekly (on its own) • CCCCCO Budget Review – Will need to update the balance based on the approved funding (send out to committee with update); • PDC Updates – reviewed PFM & goals; divide in two groups for taskforce and review of the overarching plan for revisions; taskforce will share with CPDC to review and provide input; write out criteria for C&T being used for review;

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<p>New Business</p>	<ul style="list-style-type: none"> • Committee meeting date/time change (ME) • PGB Proposed Activity Review (ME/LG) <ul style="list-style-type: none"> - Vote by Email • CCCCCO Funding Request Review (All) <ul style="list-style-type: none"> - Vote by Mail (ME) - Facilities-Grounds • Hollaback! (LG/ME) <ul style="list-style-type: none"> - Spring workshops <ul style="list-style-type: none"> - Conflict Resolution in the Workplace (customized); x2; CCCCCO funding - Bystander Intervention in the Workplace (Customized); x2; CCCCCO funding - Asian Anti-hate (general); SEEP funding - Latino Anti-hate (general-TBD); SEEP funding - BOT approval – due by 10/01/21 	<ul style="list-style-type: none"> • Date/time change – Poll the group and look into what alternate days and times members are available; suggested dates and times would be to move in the afternoon between 2-4:30 on the same day or move to another day & time; ME to send out poll. • PGB – Transfer Symposium – ME to mail to committee members for determination (voting). • CCCCCO Funding Voting – already implemented; • Hollaback! – LG/ME meeting with new contact. Bystander training proposed for spring semester Anti-Asian Hate and possibly Anti-Latinx hate; Bystander Intervention (general sessions, classified invited to participate); customized for classified; BOT in November vendor approval. ME to submit the additional proposed training post meeting w/Hollaback!
<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 (RA/BC) • Marketing strategy for workshops <ul style="list-style-type: none"> - CPDC logo/branding: Update (JL) • Training / Workshops Calendar <ul style="list-style-type: none"> • Identify possible presenters for DEISA (All) 	<ul style="list-style-type: none"> • Training / Workshop – determine next steps <ul style="list-style-type: none"> - DEISA
<p>PARKING LOT:</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 	

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Accreditation Alignment Assignments	2019, and July 2019, September (10) 2019 Minutes to Brenda (All) <ul style="list-style-type: none">• 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.

Action Items

1. CCCCCO Budget Review – Will need to update the balance based on the approved funding (send out to committee with update);
2. PGB – Transfer Symposium – ME to mail to committee members for determination (voting).