Classified Professional Development Committee

Tuesday, November 8, 2022

11:00 a.m. – 12:30 p.m.

Agenda & Minutes

Via Zoom

Attendance: Meeting called to order, 11:04 a.m.

☒ Rosa Asencio (Co-Chair: CSEA 262 President/Designee)	☒ Diana Dzib (Classified Senate Rep)	☐ George Gutierrez (CSEA 651 President/ Designee)	☐ Lizette Henderson (Special Project Manager) / Lisa Rodriguez (Acting Director, POD)	☒ Vanessa Ortiz (Confidential Rep)
☒ John Lewallen (Co-Chair: Classified Senate President/Designee)	☒ Cynthia Orr (CSEA 262 FT Rep)	☐ Vacant (CSEA 262 PT Rep)	☒ Johnny Jauregui (CSEA 651 Rep)	☒ Marlene Espina (Coordinator, POD)
Guest: Lisa Rodriguez				

Item	Purpose	Outcome
Welcome	• Review Agenda (RA, JL) • Review and approve minutes (RA, JL) ○ 10.25.22	Agenda Review: moved by JL, 2nd by DD; approved by acclamation Minutes Review: moved by JL, 2nd by DD; approved by acclamation
Old Business	<u>Tabled items</u> PGB Process Overview (ME) <u>Updates/Follow-up</u>: • Title V (LR) • Action item updates – 10.25.22 (All) POD Update(s) (LH) PDC Update(s) (RA/JL) Budget- continuation (ME)	<u>Tabled Items</u> PGB Process – ME reviewed the process and offered to work with any committee member on how to cast their vote in Smartsheet. <u>Updates/Follow-up</u> 1. Title V – LR provided comments on Title V – entered it's 4/5 years, began cycle funding, 80% for salaries, funding 20 students, integrated into hourly wages and is part of the 9 objectives of the grant. There is classified professional development in the grant. Funded Dr. Frank Harris during CPD Day. LR shared the web page to look at how the grant is looking to close gaps in student achievement. Provided info on ACUE –

	Professional Development (PD) planning for 2022-23 Continuation - Training/Workshops (All)	only grant in the US to offer faculty this certification to support faculty to change their teaching using a cultural lens. Spoke about the 5 goals. One Book, One Campus – Illegally Yours, Rafael Agustin, came to speak on campus. Classified have signed up for the free book and some expressed an interest in participating in a reading/discussion group. Title V will support classified staff to help them learn how to close the achievement gap. How can Title V support classified staff in tangible ways to support in their professional development? ITEL – inclusive practices for equitable learning – earn micro-certificate in 10 weeks, Title V is funding a faculty cohort in the spring and thinking/working on developing curriculum for classified and management cohorts. Title V is asking for support in marketing this cohort (up to 30 members) to support the DEISA goal for the campus. $600.00/person and Title V will be paying for this PD opportunity. JJ shared about participating in a summit on outcomes and solutions several yeas ago and asked if this is something that would be funded and supported by Title V. LR responded, it will depend on the content and as long as there is a student focus component the proposal could be vetted and submitted for funding or co-funding. JJ is welcome to reach and speak with LR about this proposal. Committee discussion – RA indicated that the course on Anti-racism and bias is interesting and is something that needs to be shared with CSEA members. It would apply to all classified and confidential. JL indicated there is a need to address biases and racism since it is a big topic and happens everywhere and could be related to attitudes in how people interact.

		2. Action Items – ME reviewed the action item list and has been completed. JJ indicated that he will send ME the Trade's list of PD (non-Kenan) interest to be added to planning information. POD Update – LH provided a status update on the relocation of the offices and indicated that staff will be working a hybrid schedule to be on campus to support the work of POD. PDC Update – RA indicated that they are reviewing goals and PFM and submitting to PAC for review. Recommended change to AP on C&T but was pulled for lack of information. The suggested change was to update the per diem for one day conferences. Up to date C&T and funds still available for use. Budget - A motion to use the CCCCO funds over years 4 and 5 (50/50%) of the grant was made by JL, 2nd by RA, discussion – approved by acclamation. - ME reviewed the budget spreadsheet with the committee and provided information about earmarked funds, budget for a keynote speaker ($12000) on CPD Day. The budget also included the earmarked funds for the approved topics and vendors to be used for FY 22-23. ME will confirm the dates and times selected for training. Additional information for costs increases to invite vendors on campus for training purposes and will send information to committee members for determination, in-person or online presentations. PD Planning

		a. CPD Day Keynote speaker (All) – ME shared the documents associated with keynote speaker selection. Selected 3 speakers to move forward to the Taskforce. JL proposed that committee review the info sent and send selection b. PD Needs/Interests Survey (RA) - Tabled
New Business	Professional Development planning - 2022-23	Confidential (VO) - Tabled CSEA 651 (JJ) - Tabled CSEA 262 (RA) - Tabled
Future item(s) *Agenda items not completed may be carried over to the next meeting's agenda.		
PARKING LOT:	Determine Format for doing this work • Accreditation Alignment Assignments - 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 in December 2018, January 2019, March 2019, April 2019, May 2019, June 2019, and July 2019, September (10) 2019 Minutes (All)	In progress – staffing shortage impacts the time and effort in maintaining the site up to date.
Meeting Adjournment	12:30 p.m.	

Next CPDC Meeting: Zoom dates have been scheduled for the remainder of the 2022-23 academic year. Meeting dates are on the 2nd & 4th Tuesday, September through June, 11:00 a.m. – 12:30 p.m. July and August meeting dates are used for the CPD Day Taskforce use.

Action Items: Items needing additional follow-up and person designated as the lead for presenting an update at the next scheduled meeting.

1. LH - Mental health grant for employees

Agenda items for next regularly scheduled meeting

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1. Tabled items brought to the beginning of the next committee meeting.