

CPDC MINUTES

LOCATION: [Online](#)

DATE: March 11, 2025

TIME: 11:00 - 12:30 p.m.



X	Cynthia Orr Tri-Chair, CSEA 262	X	Kimberly Butler Tri-Chair, CSEA 651	X	Diana Dzib Tri-Chair, Class. Senate	X	Lisa Rodriguez POD	X	Vanessa Ortiz Confidential Rep
X	Timothy Leslie Class. Senate Rep	X	Valerie Biller CSEA 262 Rep		George Gutierrez CSEA 651 (Pres.)	X	Ramiro Pinedo CSEA 262 PT Rep	X	Aaron Mezzano POD (non-voting)

ITEM	Member	Description/Notes
CALL TO ORDER	Chairs	Meeting called to order at [11:05 a.m.]
AGENDA AND MINUTES REVIEW	Coordinator	Agenda Approval: No changes requested. Minutes Approval: Motioned to approve with changes by the CSEA 262 rep, seconded by the Confidential rep.
BUDGET UPDATES	Coordinator	Reviewed current budget totals for regular and chancellor's funds.
EMPLOYEE GROUP AND COMMITTEE UPDATES	All	a) Confidential Employees – Provided input for CPD Day 2025 swag. b) CSEA 651 – Scheduled to meet on March 12, 2025, and the CSEA 651 Chair will have the sign-up sheet to POD and delivered to Newleaf. c) CSEA 262 – Provided input for CPD Day 2025 swag. d) PDC – Tri-chairs will begin rotating between CSEA 651, CSEA 262, and Confidential representation on PDC after the 2024-2025 fiscal year. Current discussions on Conference and Travel spending are ongoing. e) POD – Healing Centered Engagement is moving forward; POD provided the names of classified and confidential representatives in the group. Provided updates on the Planner training turnout (40).
OLD BUSINESS	Chairs	a) CPD Day Theme (Primary Goal) – Committee agreed to move forward with the working theme of Leadership , with an emphasis on being a leader in one's space. b) CPD Day 2025 Keynote Search (Primary Goal) – Committee members will use the Teams space to drop leads for keynote speakers between the March 11 and March 25 CPDC meetings. Committee agreed not to exceed prior keynote costs. c) CPD Day Budget Use – Spoken on during Swag Purchase Options.

**NEW
BUSINESS**

Chairs

- a) **Upcoming Trainings** – Provided some registration information on upcoming trainings Smartsheet and Newleaf trainings. Asked committee to promote Newleaf to constituents before all spaces are accounted for.
- b) **Swag Purchase Options** – Committee members discussed the input provided by constituent groups and considered funding amounts and sources. Agreed to focus on providing higher quality items this year. CSEA 262 Tri-Chair will use her contacts to retrieve a quote for items under consideration: **padfolios, pins, shirts, beanies**, and/or **crossbody packs**.

**PARKING LOT AND
ADJOURNMENT**

All

- Discuss identified keynote prospects
- Identify CPD Day Taskforce members from pool
- Review swag and keynote quotes, scope of work, and remaining funds.
- Discuss minimizing operational needs during CPD Day to maximize attendance and professional learning

Meeting adjourned at [12:35 p.m.]