***Attendance:***

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| **√** | Lianne Greenlee | **√** | Mary Ann Gomez-Angel | **A** | Bruno Granillo | **√** | Nan Shea | **√** | John Lewallen | **A** | Marlene Espina |
| √ | Grace Hanson | **A** | Dan McGeough | **√** |  Chris Schroeder | **√** | Liesel Reinhart |  | ***Minutes:***  | **√** | ***Maria Cardenas*** |

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| **Item** | **Purpose** | **Outcome** |
| **Welcome**  | * Welcome
* Review minutes from prior meeting
 | Minutes from March 1, 2018 meeting were approved. |
| **CPDC Report** | * Spring Classified Training
* Great Staff Retreat
 | * POD Offerings for Spring 2018 for Classified flyer was shared with. Flyer lists some of the upcoming Leadership trainings.
* HR is also offering several trainings for Classified: Performance Evaluations Process and Classification and Reclassification Procedures: Everything You Need to Know
* Great Staff Retreat planning is going well, retreat is scheduled for May 16-18, 2018. StrengthsFinder will be offered to the participants prior to going to the retreat.
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| **FPDC Report** | * Restructuring
* Adjunct Faculty Orientation
 | * FPDC is currently being restructured on making the committee a council officially, which will now report to Academic Senate. The council will split up into sub committee groups.
* All new faculty must attend a mandatory 3-hour orientation training.
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| **MPDC Report** | * Monthly Training
 | * There is a follow-up training with Sagatica – this was the facilitator from the manager’s retreat held in January.
* Manager’s monthly trainings have been booked through November 2018.
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| **POD Report & Business** | * POD Loft
* SanFACC Taskforce
* HR Training Support (Classified, Mgrs., Faculty)
* Mental Health Gant PD
* POD Database Application
 | * POD Loft renovations will begin in summer into the fall. Facilities will be available for training pending renovations.
* SanFACC taskforce (mentoring program): PDC will be the group to review applications. Will do the review on-line for the 2018-19 application process.
* Lianne is working with Livier Martinez to come up with a plan to offer professional development in this area. Will also be looking for specific areas/topics of interest. All topics of interest will be shared with PDC, Livier Martinez will identify those areas.
* PDC was proposed to meet with Cornerstone to look at structure for new Database application to take part in a meeting along with other members from other areas such as: IT and Human Resources.
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| **Conference and Travel** | * Budget update
* C&T review
 | * POD C&T funding has been exhausted for all groups: managers, classified and faculty for 2017-18.
* C&T request for Gene Ano was denied by PDC, does not meet criteria.
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| **Professional Development Plan** | * Legal Updates
* Sample Plan
* Next Plan
 | * PDC will bring back to May meeting to look at. Will need input from MPDC, FPDC and possibly Student Services.
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| **BP Review** |  | PDC will bring back BP review in May to look at, as well as a potential AP. |
| **Other Related Business and Reports** | * Accreditation Standards and Evidence
* Accessibility
 | * Accreditation Steering Committee has identified PDC as doing work related to the following accreditation themes: III.A Human Resources – Provides opportunities for continued professional development. *In an effort to keep current with gathering evidence for accreditation, we request that you identify in your meeting minutes areas of discussion that align with the above themes.* To keep current with gathering evidence for accreditation, PDC should identify in meeting minutes any areas that align with III.A Human Resources and indicate the themes by number in the Action/Outcome section of the minutes template.
* Clarity is needed on policy for accessibility documents for faculty, exact language so that POD can make sure training is in compliance.
* Lianne will follow up with Eric Turner on potential options for resources for his team to provide support. Accessibility guidelines and help that people can have access to.
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*Next Meeting:* May 3, 2018, 1:30 – 3:15 PM