***Attendance:***

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

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| --- | --- | --- |
| **Item** | **Purpose** | **Outcome** |
| **Welcome**  | * Welcome
* Review minutes from prior meeting
 | * Minutes from April 19, 2018 meeting were approved.
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| **CPDC Report** | * Great Staff Retreat
* CPD Day Planning
 | * John shared with PDC the flyer for the upcoming Classified week activities.
* Great Staff retreat planning is moving along, it will include a StrengthsFinder training before the retreat.
* CPD Day work committee is being formed, they will be meeting every Tuesday starting in June leading up to CPD Day in August. Discussions are taking place on securing a keynote speaker and topic. Mental Health is one topic being considered. Call for proposals will be going out to the campus next week.
 |
| **FPDC Report** | * Still working on structure, membership, purpose, and function
* New faculty mandated training
* Quorum issues persist
 | * FPDC structure is still under construction, will identify the two sub groups: FLEX group & Professional Development Planning group to also include Pathways which will report out to PDC
* There are discussions happening with the union on New Faculty mandated training to ensure training is actually taking place by the Faculty Professional Development Coordinator and New Faculty Coordinator versus union officers.
* There are still quorum issues, the hope is the new structure will allow to adjust this issue.
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| **MPDC Report** | * New Manager Onboarding
* HR Training & Other Operational Training
 | * Lianne stated a training plan for managers has been set between now through November 2018. New manager onboarding is being looked at, needs to be met and which resources can be made available.
* HR training and operational training is being offered to managers at monthly manager’s meetings.
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| **Upcoming Activities Highlight** | * Colson Whitehead on May 8
* Training from the Back of the Room
 | * Colson Whitehead will be on campus May 8, 2018, tickets will be distributed to all enrolled for the event. There will also be a rush line with 40 tickets to be given out to the first 40 in the rush line.
* Training from the Back of the Room is coming up, Emily Versace will facilitate the series. Enrollment is booked to capacity.
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| **PDC Goals & PFM** |  |  |
| **POD Report & Business** | * Facilities
 | * POD LOFT – no decisions have been made yet, POD will continue to advocate for the space.
 |
| **Conference and Travel** | * “Certification” discussion – when is it funded/not funded?
* Group conference and travel requests – any changes?
* Out-of-state and international travel – any changes?
* Denied requests – what do we disclose?
* How can we explain to people that $1800 isn’t automatic?
* Setting aside money for major events next year/target conferences?
* Directory of available C&T sources?
* Opening next year’s process
* Reporting to Campus – Evaluation Process (Member leads)
 | * When C&T requests are denied for “certification” training/workshops, flag the purpose of the funding, will then identify those requests for certifications, then follow up with an extra step.
* Group requests will be considered as a one time process but should pursue regular ongoing funding.
* Out of state or international travel category will be changed to include: international tourist destination areas. Depending on eminence and reputation of conference, also, include why person is considering the conference along with their objective and their role at the college.
* For denied C&T requests, no detailed information is disclosed, the denial letter includes the following language: does not meet the criteria established.
* Have language on application clearly state POD C&T funding can be approved for “up to $1800” and there is no guaranteed $1800 will be approved.
* PDC will come up with a list of other funding resources on campus.
* The new fiscal year process for POD C&T will begin in June.
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| **Other Related Business and Reports** | * Need to set date/time for planning retreat
* One Book, One Campus
 | * Planning retreat has been scheduled for June 7, 2018, 1:30-5:00 PM and if needed a follow up meeting will be held on June 28, 2018, 1:00-5:00 PM.
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*Next Meeting:* June 7, 2018