***Attendance:***

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Lianne Greenlee | **X** | Mary Ann Gomez-Angel |  | CSEA 651 Vacant |  | AS Vacant | **X** | John Lewallen | **X** | Kolap Samel & Linda Chan |
| **X** | Sarah Plesetz | **X** | Rosa Asencio | **X** | Maria Macedo | **X** | Tania Anders |  | **Minutes:**  | **X** | Maria Cardenas |

|  |  |  |  |
| --- | --- | --- | --- |
| Standard | Item | Purpose | Outcome |
|  | **Welcome**  | * Welcome Kolap
* Connecting – Your favorite game to play with family and friends for the holiday season.
* Review minutes from November 4, 2021 meeting
 | Minutes from November 4, 2021 meeting were reviewed, Linda Chan moved to approve, Maria Macedo 2nd, Kolap Samel abstained, all other members present voted to approve – minutes confirmed and passed. |
| III. A.14 | **Conference and Travel** | * Budget Updates
	+ Current spending for 2021-22
 | C&T budget update was reviewed by PDC. Attach report with minutes. |
| II. A.2, III. A.1, III. A.14 | **Reports** | * CPDC
* FPDC
* MPDC
 | * CPDC received funding requests for professional development from the Chancellor’s office, two or three have been approved. Great Staff retreat planning is underway, the committee will meet next week to finalize plans
* FPDC did not meet in November due to holiday schedule. The FLEX Day task force is looking at surveys from spring and fall FLEX Day. They will be meeting next week with a report out on FLEX Day planning.
* MPDC is the getting ready for their annual manager’s retreat that will take place January 6-7, 2022 at La Quinta in Palm Desert.
 |
| III. A.8, III. A.14 | **PDC Workgroups report out** | * C&T Guiding Principles
* Professional Development Plan
 | * Tania reported C&T work group reviewed the current process and guidelines. Document outline was shared with PDC of discussion items to update C&T process and guidelines.
* John reported PD work group is seeking input from key departments on campus. Some groups were asked to review entire PD plan, others were asked to look at specific areas as it pertains to their area. Following are some of the divisions this work group is reaching out to: Student Services, Management, HR, Distance Learning and School of Continuing Ed. Asking them to submit any recommendations/suggestion by March 11, 2022.
 |
|  | **Other** |  | March 3, 2022 PDC meeting will be held via Zoom, will vote/decide then if future meetings will continue virtually or be held in-person. |

*Next Meeting: March 3, 2022*