

Classified Professional Development Committee

Meeting Agenda – 01/19/21

Attendance:

<input checked="" type="checkbox"/> Rosa Asencio (Co-Chair: CSEA 262 President/Designee)	<input type="checkbox"/> Diana Dzib (Classified Senate Rep)	<input checked="" type="checkbox"/> Ruben Flores (CSEA 651 President/ Designee)	<input checked="" type="checkbox"/> Lianne Greenlee (Director, POD)	<input checked="" type="checkbox"/> Lizette Henderson (Confidential Staff Rep)
<input type="checkbox"/> John Lewallen (Co-Chair: Classified Senate President/Designee)	<input checked="" type="checkbox"/> Cynthia Orr (CSEA 262 FT Rep)	<input checked="" type="checkbox"/> Nancy Campos CSEA 262 Part-time Rep	<input type="checkbox"/> CSEA 651 Rep (Vacant)	<input type="checkbox"/>
Guest(s) Marlene Espina - Coordinator, POD				

Item	Purpose	Outcome
Welcome	<ul style="list-style-type: none"> Review Agenda (JL & RA) Review and approve minutes (JL, RA or ME) <ul style="list-style-type: none"> 12/08/20 	<ul style="list-style-type: none"> Agenda: updates indicated Minutes: moved to approve by CO; accepted by acclamation
Old Business	<p>Updates/Follow-up:</p> <ul style="list-style-type: none"> Training Calendar (RA/JL) <ul style="list-style-type: none"> - Diversity, Equity & Inclusion training plan (All) CPDC PFM (LG, RA, JL) Chancellor’s office funding process determination (DD, CO, ME); Funding Update (LG/RA) NEW Series Revamp (RA, JL) Mountie Money Management Center (MMMC) & learning opportunities (RA) & Financial Literacy Series (ME) Professional Growth Benefit (PGB) – Pending approvals (ME) 	<ul style="list-style-type: none"> Training Calendar – JL/RA to meet and work and provide update at the next meeting; looking at specific types of training to align with the survey results, and to develop and propose new workshops (this will influence conversation on marketing plan). PFM – RA reported that CSEA 262 cannot support adding the POD Coordinator as co-chair; LG suggested to continue the conversation on the role and shift responsibilities; LG will invite JL/RA/RF to meet for further discussion. Chancellor’s office funding Request Form - workgroup update –CO to reach out to DD to meet and finalize form and present at next meeting; RA attended CCL conf in Nov and they presented on Caring Campus, RA will provide info on the presentation. Funding Update - RA asked for info on date to expend funds, LG stated that the funds can be used through Mar/June 2022, final decisions need to be made by January 2022 an funds expended by Mach 2022. NEW Series – Will meet to discuss further on how to proceed; will invite YH to meeting once the workgroup is identified.

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		<ul style="list-style-type: none"> • MMMC: Financial Literacy Series (FLS) – RA will arrange time to updated JL; RA provided an overview of Lisa Amo’s presentation on offering a monthly series on financial literacy (budgeting, investing, retirement planning); CO reported that Lisa Amos is working with Marketing to come up with titles, logo, and will meet to discuss marketing input and plan; LG updated that the rebranding the series to Money Management, and discussion of having an “open office” type of drop-in for individuals to stop by and meet with Lisa’s team; ME provided update that she has been working with Lisa Amos to begin a soft roll out in February to coincide with America Save and California Saves week as an intro to the financial management series. • PGB (carryover from November) – All proposals were reviewed and voted to move on to final signature for approval; ME to work with Brenda Dial to use the original documentation for POD’s recording purposes.
New Business	<ul style="list-style-type: none"> ❖ Marketing plan for workshops (All) ❖ CPD Day planning & volunteer workgroup (ME) 	<ul style="list-style-type: none"> • Marketing –RA expressed that the weekly emailer to the classified/confidential groups should suffice and some of the activities would require targeted marketing as needed; move to the next meeting’s agenda for further discussion. • CPD Day Planning – move to the next meeting’s agenda.
Future item(s)	<p>*Agenda items not completed from past meeting will be carried over to the next meeting’s agenda.</p>	<ul style="list-style-type: none"> • Marketing plan for workshops (All) <ul style="list-style-type: none"> - Include discussion on 651 targeted marketing. • CPD Day planning & volunteer workgroup. (ME) • Great Staff Retreat – invite them back to speak with CPDC; (keep as ongoing item on agenda).
Good of the Order	Plus+ / delta ▲	<p>+ All agenda items were discussed. YAY!</p> <p>▲2 items are pending and will be carried over as Old Business priorities</p>
<p>PARKING LOT:</p> <p>Accreditation Alignment Assignments</p>	Determine Format for doing this work	

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	<ul style="list-style-type: none">• 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 on December 2018, January 2019, March 2019, April 2019, May 2019, June 2019, and July 2019, September (10) 2019 Minutes (All)	
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Next CPDC Meeting: Zoom dates have been scheduled for the remainder of the 2020-21 academic year. Agenda items tabled will be added to the agenda items of the next regularly scheduled semimonthly committee meeting.

Action Items

Training Calendar – JL/RA to meet and work

PFM - LG will invite JL/RA/RF to meet for further discussion;

Chancellor's office funding Request Form - CO to reach out to DD to meet and finalize form and present at next meeting;

MMMC: Financial Literacy Series (FLS) – RA will arrange time to updated JL

PGB - ME to work with Brenda Dial to use the original documentation for POD's recording purposes;