

Classified Professional Development Committee

Tuesday, June 7, 2023 (via Zoom)

8:30 – 9:00 a.m.

Meeting Agenda & Minutes

Attendance: Meeting called to order, []

<input checked="" type="checkbox"/> Rosa Asencio (Tri-Chair: CSEA 262 President/Designee)	<input type="checkbox"/> Diana Dzib (Classified Senate Rep)	<input checked="" type="checkbox"/> George Gutierrez (CSEA 651 President/ Designee)	<input checked="" type="checkbox"/> Lizette Henderson (Special Project Manager) / <input type="checkbox"/> Lisa Rodriguez (Acting Director, POD)	<input type="checkbox"/> Vanessa Ortiz (Confidential Rep)
<input type="checkbox"/> John Lewallen (Tri-Chair: Classified Senate President/Designee)	<input type="checkbox"/> Cynthia Orr (CSEA 262 FT Rep)	<input type="checkbox"/> Dalia Khalil (CSEA 262 PT Rep)	<input checked="" type="checkbox"/> Juan "Johnny" Jauregui (Tri-Chair, CSEA 651 Rep)	<input checked="" type="checkbox"/> Aaron Mezzano (Coordinator, POD)

Guest:

Item	Purpose	Outcome
Welcome	<ul style="list-style-type: none"> Review Agenda (RA/JL) Review and approve minutes 	<p>Agenda Review:</p> <p>Minutes Review:</p>
Old Business	<p>Updates/Follow-up:</p> <ul style="list-style-type: none"> - Action item updates – (All) <ul style="list-style-type: none"> - Discuss preconference and main vendors for daytime activity - POD Update(s) (LH/LR) - PDC Update(s) (RA/JL) <p>CPD Day</p> <ul style="list-style-type: none"> - Taskforce Update (RA/JL/JJ) 	<p>Action Items</p> <ul style="list-style-type: none"> - Recap and review on prior meeting: understanding there was only one vendor due to lack of funds and not selecting a preconference. - Rosa: we would like to provide 651 with the preconference and we can start the discussion here. - JJ: we have ~110 employees (60-65 staff in custodial services working graveyard), plus grounds department – roughly 75% of 651 works graveyard or overnight. Very difficult to stay longer for daytime events. Would greatly benefit from preconference activities. - LH: was unavailable prior meeting, updates on vendors and is caught up on the meeting from prior meeting. We can do a session with CareerWise and Newleaf (new lower cost w/Newleaf). Lizette can look into augmenting funds

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	<ul style="list-style-type: none"> - Budget (AM) – review current budget <ul style="list-style-type: none"> - \$1,091 remaining in 22-23 FY after swag and \$500 budgeted for food/water in 2023 event - \$1,326 projected to remain after costs for the remainder of CPD Day 2023 in 23-24 FY budget. - - <u>Reminder: Smartsheet with voting sent out w/selections from JL. Please identify those you wish to see at CPD Day 2023 prior to next week’s meeting for a discussion.</u> 	<p>for conference activities – we can offer one session for each vendor for both preconference and main daytime activity.</p> <ul style="list-style-type: none"> - - 651 Pre-conference: JJ would like to see preconference; we can go with Newleaf’s new proposal at a lower cost for \$1,800. - Vendor for CPD Daytime Activity: will be CareerWise - Gifts for presenters using extra funds: we can possibly reach out to Taskforce and using \$\$ for presenters’ gifts. We are going to release the remaining funds for 22-23 (~\$1,000) - Two main things for next week: vote for CareerWise <ul style="list-style-type: none"> - C&T: Not at this meeting - EID: Not at this meeting <p>PDC Update(s) – No updates</p> <p>Budget Update(s)</p> <p>CPD Day</p>
<p>New Business</p>	<p>PD planning for 2023-24</p> <ul style="list-style-type: none"> - Confidential (VM) - CSEA 262 (RA) - CSEA 651 (JJ) 	<p>PD Planning for FY23-24</p> <ul style="list-style-type: none"> -
<p>PARKING LOT:</p>	<p>Lianne Greenlee – ensure she is part of introduction to the day</p>	<ul style="list-style-type: none"> -

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Meeting Adjournment		Called by at []
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Next CPDC Meeting: Zoom dates have been scheduled for the remainder of the 2022-23 academic year. Meeting dates are on the 2nd & 4th Tuesday, September 2022 through June 2023, 11:00 a.m. – 12:30 p.m. July and August meeting dates are used for the CPD Day Taskforce.

Action Items: Items needing additional follow-up and person designated as the lead for presenting an update at the next scheduled meeting.

New agenda items for next regularly scheduled meeting:

Notes:

CPD Day 2022 Summary of Attendance/Participation & Evaluation Results (see file in meeting folder-Teams)

Training Resources – for your research and information

- Newleaf Training & Development – List of training subjects ([website](#))
- CareerWise – Request catalog of topics (attached)
- Aurora Training Advantage ([website](#)) – this provider has a fee-based membership to access all their online training topics/modules. This maybe something to explore as CPDC looks to maximizing the remaining CCCCCO funds.