

Classified Professional Development Committee

Tuesday, April 11, 2023 (via Zoom)

11:00 a.m. – 12:30 p.m.

Meeting Agenda & Minutes

Attendance: Meeting called to order, 11:08 am.

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

Guest: Aaron Mezzano, Project/Program Coordinator-POD

Item	Purpose	Outcome
Welcome	<ul style="list-style-type: none"> Review Agenda (RA/JL) Review and approve minutes (RA/JL) <ul style="list-style-type: none"> o 03/28/23 	<p>Agenda Review:</p> <ul style="list-style-type: none"> - Agenda approved by acclamation <p>Minutes Review:</p> <ul style="list-style-type: none"> - Motion to approve the minutes from 03/28/23 approved by acclamation.
Old Business	<p>Updates/Follow-up:</p> <ul style="list-style-type: none"> • Action item updates (03.28.23) – (All) • POD Update(s) (LH/LR) • PDC Update(s) (RA/JL) • Budget (ME) <p>CPD Day</p> <ul style="list-style-type: none"> - COD Day Taskforce Meeting (RA/JL/JJ) - Budget (ME) 	<p>Action Items</p> <ul style="list-style-type: none"> - Confidential Update (VM) – Identify specific training post Confidential meeting – No report (absence) <p>POD Update(s)</p> <ul style="list-style-type: none"> - Fostering a Culture of Belonging (FCB) update – Tabled - C&T – John (JL) requested that we find how many employees were accepted/denied for conference and travel. Lisa will put a report on John’s request for classified. - JJ mentioned emerging technology on campus requires classified to have more opportunities, furthering the need for additional classified C&T funds. - EID – Original timing of May was revisited by Juan Jauregui (JJ) and LR. LR mentioned we can roll it out in Fall if we need more time because the program is extensive. This was agreed upon, may also be introduced at CPD Day. - Unconscious Bias (Franklin Covey) – No updates as of now, but LH will find out within soon (will have more info next meeting).

Classified Professional Development Committee

Tuesday, April 11, 2023 (via Zoom)

11:00 a.m. – 12:30 p.m.

Meeting Agenda & Minutes

		<p>PDC Update(s)</p> <ul style="list-style-type: none"> - Continuing to look for additional funding for C/T. No additional updates. <p>Budget</p> <ul style="list-style-type: none"> - CCCCCO Budget update (ME) – Tabled <p>CPD Day</p> <ul style="list-style-type: none"> - Taskforce update: we are moving forward; we have keynote secured. - Annie is coordinating giveaway bags. - Still coordinating the food payment (money is available). - Schedules are still difficult to align, but we are ahead of schedule. Cindy still requires keynote speakers’ outline so we can work with post-keynote activity. - Possibility of an RFP during CPD day to roll out other programs (EID). - Budget – Tabled - CPD Day 2022 Summary of Attendance/Participation & topics identified for further training. (informational) – Tabled
New Business	<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"> - Title V update on funds used for sponsoring training for 22-23 & 23-24 – LR is working on this. - Expenditures on non-teaching staff in Title V events are being reviewed with a more critical eye, will have more next meeting with better data. - Determine core joint topic priorities for new fiscal year training – JJ suggested for 262 and 651 circadian rhythm. Team will reconvene with the task of brainstorming additional topics for classified staff.
PARKING LOT:		<ul style="list-style-type: none"> - LR would like some time to get more accurate and meaningful Title V updates for the committee. Will return next CPDC meeting with updates. - Committee will return with more ideas for classified training opportunities
Meeting Adjournment		<p>Motioned by DD at 11:54 am, seconded by CO.</p>

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.

Classified Professional Development Committee

Tuesday, April 11, 2023 (via Zoom)

11:00 a.m. – 12:30 p.m.

Meeting Agenda & Minutes

New agenda items for next regularly scheduled meeting:

- LR will have additional updates on Title V after reviewing data
- Committee will review additional ideas for classified learning opportunities
- Confidential Update – Rep not available for updates, will give update next meeting.
- Budget – No info available, will return during next meeting.
- CPD Day 2022 Summary of Attendance/Participation & topics identified for further training – Tabled to next meeting.

Notes:

- Keynote for CPD Day is secured and so is artwork, still working giveaway bags and food.

DRAFT