



Professional Development Council

Thursday, November 2, 2023

1:30 to 3:15 pm

Virtual Meeting Via Zoom

PDC Minutes

Attendance:

√	Lisa Rodriguez	√	Mary Ann Gomez-Angel		CSEA 651 Vacant	√	Tania Anders	A	Yvette Garcia	√	Kolap Samel
A	Sarah Plesetz	A	Rosa Asencio	√	Kristina Alvarado	√	Lizbet Sanchez		Minutes:	√	<i>Maria Cardenas</i>

Standard	Item	Purpose	Outcome
	Welcome	<ul style="list-style-type: none"> Review minutes from October 5, 2023, meeting 	<ul style="list-style-type: none"> Minutes from October 5, 2023 were moved to approve by Mary Ann Gomez-Angel, 2nd by Kolap Samel, all other members present voted to approve minutes.
	Reports	<ul style="list-style-type: none"> CPDC (Rosa Asencio or Yvette Garcia) FPDC (Tania Anders) MPDC (Kristina Alvarado) 	<ul style="list-style-type: none"> Will table CPDC report until next month. FPDC – Tania reported an announcement was sent out today for a call for proposals for Spring FLEX Day. Theme will be: Taking Care of Ourselves and Campus Community. The FLEX Day committee is considering offering an event the day before FLEX Day. She is working on the FLEX Day Purpose and Function statement to meet state guidelines. She will get it approved by FPDC first, will bring to PDC after. The name of the Committee is: Flexible Calendar Program Committee. MPDC – Kristina reported MPDC is currently working on a structure within this committee to assign specific roles for tasks they oversee. November’s manager meeting was held this morning; they reviewed remote work MOU for classified staff, they discussed what area have already rolled out remote work and how managers can support this transition. They shared notes on supporting managers with the process. They did a short survey on types of topics they are having challenges with, only 16 managers completed survey. Remote work and work life balance was among the topics.
	Conference and Travel	<ul style="list-style-type: none"> Budget Update (Lisa) Re-distribution of C&T funds (Tania) Travel Ban lift (Tania) Allowing travel for non-traditional conferences (Tania) Repeat of travel data (Lisa) 	<ul style="list-style-type: none"> Lisa shared the C&T budget update with PDC, \$88,750 has been approved for faculty, leaving a balance of \$35,250. Managers have a remaining balance of \$6000. Re-distribution of C&T funds – Tania proposed Classified continue to request for more conference and travel funding. From the PDC C&T budget, an additional \$20,000 will be allocated to Classified for FY 2023-24. Tania motioned to approve, 2nd by Lizbet Sanchez, all other members present



Professional Development Council

Thursday, November 2, 2023

1:30 to 3:15 pm

Virtual Meeting Via Zoom

PDC Minutes

			<p>voted to approve. Faculty funding for additional C&T requests will be funded from rollover budget (\$229,000).</p> <ul style="list-style-type: none"> • Travel Ban lift – AP 7400 has been approved at Academic Senate, next will go to PAC end of November. Law will go into effect January 2024.
	Other	<ul style="list-style-type: none"> • Professional Development Survey Plan (Lisa R) • AP 7400 – Per Diem 	<ul style="list-style-type: none"> • Lisa provided numbers at PAC for all faculty professional development taken in the last 3 years, where she showed an increase/decrease data. She will make a correction on the Classified numbers and will later share with PDC the final report. • AP 7400 is being revised and moved through Senate and then PAC. Tania will bring it up at PAC as a friendly amendment to read the “standard state per diem” instead of putting an actual dollar amount. https://www.gsa.gov/travel/plan-book/per-diem-rates

Next Meeting: December 7, 2023