

Classified Professional Development Committee

January 25, 2022

Minutes

Attendance:

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

Guest: Barbara Carrillo, Great Staff Retreat (GSR)

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"> ○ 12/07/21 	<ul style="list-style-type: none"> • Agenda Review: motion to approve by John Lewallen; 2nd by Diana Dzib; approved by acclamation. • Minutes: motion to approve by John Lewallen; 2nd by Diana Dzib; 1-abstention, 3-yes.
Old Business	<p>Updates/Follow-up:</p> <ul style="list-style-type: none"> • GSR Update – Barbara Carrillo report out (RA/ME) • Vacancy, CSEA 651 (JL) • CCCCCO Funding Request Form (ME/LG/RA) • CCCCCO Budget Update • POD Update(s) (LG) • PDC Update(s) (LG/RA) • PGB Proposed Activity Review (ME/LG) • Hollaback! (LG/ME) <ul style="list-style-type: none"> • Spring workshops – Update • PD Plan Review • Logo Selection Update (JL) 	<ul style="list-style-type: none"> • GSR Update – <ul style="list-style-type: none"> - Discussed alternate online event because of spring and schedules, and due to low registration. - Will put energy into promotional for fall retreat. - Look at additional venues. - CPD Day-information table (outreach) in-person. - Suggestions for locations/venues were provided and Barbara will follow-up. - facilitators are meeting once a month; in Feb will select venues. - JL volunteered to assist with developing promo material (Caitlin Rodriguez, contact). - Suggestion to possibly conduct an EID preview training prior to the main function. - Help GSR by suggesting options for promoting the event, inviting to present to campus groups where possible. <ul style="list-style-type: none"> • JL & LG will provide BC with venue contacts.

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		<ul style="list-style-type: none"> • Vacancy, CSEA 651 – Is there a plan for outreach? <ul style="list-style-type: none"> - RA & JL will reach out to CSEA 651 to fill the vacancies. <ul style="list-style-type: none"> • Suggestion: to nominate or recruit from 651 group? • CCCCCO Funding Request Review – Amended submission (dated 12/17/21) <ul style="list-style-type: none"> - Committee members to review and vote. • CCCCCO Budget Update – <ul style="list-style-type: none"> - \$60K with earmarked funds, without earmarked funds there is \$30K remaining. - Prepare an announcement of funding availability <ul style="list-style-type: none"> • Suggestion: a quick how-to on requesting funding, highlight how the money has been used & the types of requests. <ul style="list-style-type: none"> ➤ DD will draft promo material and work with ME to provide examples of funds usage. <p style="background-color: yellow;">Meeting ended due to lack of continued quorum. Outstanding items to carry over to 02/08/22 agenda.</p> <ul style="list-style-type: none"> • POD Update • PDC Update • PGB Review (ME to review Smartsheet use/voting with DD) • Hollaback! • PD Plan Review • Logo Selection
New Business	<ul style="list-style-type: none"> • Title V (Lisa Rodriguez & Cathy Stute) 	Follow-up?
Future item(s)	<ul style="list-style-type: none"> • Marketing strategy for workshops • Training / Workshops Calendar 	<ul style="list-style-type: none"> • Marketing • Training / Workshop – determine next steps –

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<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"> • Identify possible presenters for DEISA (All) 	
<p>PARKING LOT: Accreditation Alignment Assignments</p>	<p>Determine Format for doing this work</p> <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) 	
<p>Meeting ended</p>	<p>12:18 p.m.</p>	

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.

Follow-up / Action Items (updates needed at the next committee meeting)

- JL & LG will provide BC with venue contacts.
- RA & JL will reach out to CSEA 651 to fill the vacancies.
- Committee members to review and vote.
- Prepare an announcement of funding availability.
- DD will draft promo material and work with ME to provide examples of funds usage.
- ME to review use of Smartsheet voting for PGB.