***Attendance:***

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **√** | Lisa Rodriguez | **√** | Mary Ann Gomez-Angel |  | CSEA 651 Vacant | **√** | Tania Anders | A | John Lewallen | √ | Kolap Samel |
| √ | Sarah Plesetz | **√** | Rosa Asencio | √ | Maria Macedo | **√** | Lizbet Sanchez |  | ***Minutes:*** | √ | *Maria Cardenas* |

|  |  |  |  |
| --- | --- | --- | --- |
| **Standard** | **Item** | **Purpose** | **Outcome** |
|  | **Welcome** | * Review minutes from November 3, 2022 meeting | Minutes from November 3, 2022 meeting were reviewed, moved to approve by Maria Macedo, Rosa Asencio 2nd, Tania Anders, and Mary Ann Gomez abstained, all other members present voted to approve minutes. |
| **III. A.8, III. A.14** | **Conference and Travel** | * Budget Update * Faculty C&T roll over | * Classified has expended funding for this fiscal year $42,000, over budget by $5,935. Faculty amount approved $69,155, remaining balance $54,845. Management amount approved $4,300, remaining balance $5700, will move balance under Classified to cover approved requests. * Lisa Rodriguez will check with district how faculty roll over funds can be used. It’s been proposed: 1. Use part of the roll over funding to add to regular faculty C&T budget. 2. Request to use funds for a faculty summit. |
| **II. A.2, III. A.1, III. A.14** | **Reports** | * CPDC      * FPDC      * MPDC | * CPDC has chosen two options for keynote speaker for CPD Day, will follow up with task group to finalize. Chancellor’s remaining budget will be split to use half this year and the remaining balance next year. * MPDC, management retreat is scheduled for January 5&6, managers will focus on 6 Critical Practices for team building to help their teams be supportive and successful. Franklin Covey will facilitate training for the two days. |
| **III. A.14** | **PDC Workgroups Next Step** | * C&T Guiding Principles * Professional Development Plan | * PD Plan is still in progress, Lisa will share the PD Plan document with PDC members for input. |
| **III. A.14** | **Other** | * CSEA 651 Vacancy * Update Purpose, Function, and Membership | * PDC Purpose, Function & Membership was updated and moved to approve by Tania Anders, Lizbet Sanchez 2nd, all other members present voted to approve. |

*Next Meeting: March 2, 2023 (Add PD Plan document link to meeting agenda in March)*