



Professional Development Council

Thursday, June 6, 2024

1:30 to 3:15 pm

Virtual Meeting Via Zoom

PDC Minutes

Attendance:

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

Standard	Item	Purpose	Outcome
	Welcome	<ul style="list-style-type: none"> Review minutes from May 2, 2024, meeting 	<ul style="list-style-type: none"> Minutes from May 2, 2024, were moved to approve with revisions by Kolap Samel, 2nd by Lizbet Sanchez, all other members present voted to approve.
	Reports	<ul style="list-style-type: none"> CPDC (Rosa Asencio) FPDC (Lizbet Sanchez) MPDC (Lisa Rodriguez) 	<ul style="list-style-type: none"> CPD Day task group is working on planning for CPD Day, the keynote speaker has been selected. Call for proposals has gone out, will be sending out again. Regina Stanback Stroud will also be facilitating one session for CPD Day. Fall FLEX Day will be in person. The focus will be on RSI (Regular and Substantive Interaction). ACUE; will send out a call out for a future coordinator, several interests were received. ACUE will be re-packaged, it will be broken up in 4 different credentials, will target those people that did not complete ACUE. Will get those people onboard to complete what they are missing, ACUE will be offered during winter session. Tania suggested offering Sexual Harassment Prevention training on FLEX Day with the mandatory training moving to complete on annual basis effective August 1. MPDC will contract with Franklin Covey for August 19, managers fall gathering. Managers said good-bye to Jennifer Galbraith today at the managers quarterly meeting, she's retiring. Manager's Essential series, Lisa facilitates some of the sessions in the series and would like to get innovative with the offerings for the new fiscal year. Management has been focusing on equity issues, they have working groups where they are trying to get more people to come into POD and present on interesting topics that would be of value to managers about management issues. Jody Fernando has retired, Rigo Estrada will take her place on MPDC.
	Action Items	<ul style="list-style-type: none"> Faculty: splitting the C & T application for faculty (expanded definition of conference and travel, increased funding 	<ul style="list-style-type: none"> Faculty – FPDC recommended to increase C&T amount for faculty from \$1800 to \$2200 for FY 2024-25. Kolap Samel motioned to approve, 2nd by Tania Anders, all other members present voted to approve.



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		<p>allotment from their two contract-based accounts)</p> <ul style="list-style-type: none"> • Classified: splitting the travel request timeline for Classified into 6-month chunks to avoid all funds being depleted in a short time (which was 3 weeks after opening the application in 2023-24) • 2024-25 PDC Funds 	<ul style="list-style-type: none"> • FPDC recommended expansion for faculty C&T includes symposiums, seminars, if it is not going towards a degree, college tuition, or credit towards PGH/PGI. Lisa Rodriguez motioned to approve the recommended expansion for faculty C&T, 2nd by Lizbet Sanchez, all other members present voted to approve. • Tri-Chairs will meet to discuss title for faculty C&T application, will then forward to PDC before launching it on the website. • Classified – Classified C&T solutions discussed to split C&T request timeline: <ul style="list-style-type: none"> 9/7/23: brought up as a concern, decided to form sub-group 10/5/23: tabled for November 10/17/23: working meeting with Tania, Lizbet, Lisa, and Rosa to further the suggestions. Discussed to split in 6 month periods 12/7/23: Lisa reported it out again to PDC 3/7/24: placed on agenda as a future item 4/4/24: tabled topic 5/2/24: did not discuss due to AP 7160 time. <p>PDC voted to approve C&T requests for Classified staff in 6 month periods for 2024-25, Tania Anders moved to approve, 2nd by Lizbet Sanchez, all other members present voted to approve.</p> <ul style="list-style-type: none"> • PDC voted to keep C&T funding allocations as they are right now for 2024-25: Classified \$73,000, Management \$4,000. Tania Anders moved to approve, 2nd by Lizbet Sanchez, all other members present voted to approve.
	<p>Conference and Travel</p>	<ul style="list-style-type: none"> • Budget Update (Lisa) 	<ul style="list-style-type: none"> • Classified C&T used \$69,969 for this FY with remaining balance of \$31, Management C&T used \$4,030, with a remaining balance of \$1,970 for a grand total of \$73,999 spent, with a remaining balance of \$2,001. • Faculty C&T used \$100,000 (contractual), Faculty C&T carry-over used \$79,033, with a remaining balance \$150,457.
	<p>Document Review</p>	<ul style="list-style-type: none"> • 2024-26 PD Plan • 2023-24 Outcomes due June 22, 2024 	<ul style="list-style-type: none"> • Lisa will send out PD Plan to PDC members to review one final time.
	<p>Other</p>	<ul style="list-style-type: none"> • CPD Day Presenters Needed 	

Next Meeting: September 5, 2024