



Professional Development Council

Thursday, September 4, 2025

1:30 to 3:15 pm

Virtual Meeting Via Zoom

PDC Minutes

Attendance:

✓	Lisa Rodriguez - Director POD, Tri-Chair		Vacant (SCE)	A	Kimberly Butler - 651 Rep	A	Tania Anders	✓	Yvette Garcia - Classified Senate Rep	✓	Kolap Samel - Faculty Association Rep
	Vacant (Mgmt. Steering)	✓	Val Biller- 262 Rep, Tri-Chair	✓	Kristina Alvarado - Management Prof. Dev. Committee Rep	✓	Lizbet Sanchez - Faculty Prof. Dev., Tri-Chair	✓	Adam Roman - Confidential Rep	✓	Minutes: <i>Maria Cardenas</i>

Guests: Lianne Greenlee

Item	Purpose	Outcome
Welcome	<ul style="list-style-type: none"> Review minutes from June 5, 2025 New member – Kimberly Butler 	Minutes from June 5, 2025, were motioned to approve by Lizbet Sanchez, and Valerie Biller 2 nd . All other members present voted to approve the minutes.
Action Items	<ul style="list-style-type: none"> View C&T for 651 & 262 Voting during summer – reduce quorum 	<ul style="list-style-type: none"> Motion passed to reduce the quorum to 4 votes from 12-month employees only. This helps ensure decisions can still be made when faculty are off-contract.
Conference and Travel	<ul style="list-style-type: none"> Budget Update (Lisa) Classified Staff Conference Requirements – Job Duty Related (Val) 	<ul style="list-style-type: none"> \$10,000 has been allocated to 651 group: if unused, it reverts to 262. Criteria for funding include: <ol style="list-style-type: none"> Priority to those who haven't attended recently Presenters representing Mt. SAC Funds are already mostly encumbered for the year. In May 2026, the council will discuss putting together a council handbook to include decisions made for C&T funding allocations for 651 and 262.
Discussion	<ul style="list-style-type: none"> Student Equity Plan Professional Development References (Lianne Greenlee) Proposal made during June PDC meeting to formally request a review of alternative platforms in the fall, instead of Chrome River. BOG Memo – Flexible Calendar 	<ul style="list-style-type: none"> Student Equity Plan is in draft form and needs feedback by September 15. Focus areas include first-generation students and men of color, based on disaggregated data. Professional development is a key strategy in the plan. PDC is asked to review and provide feedback on highlighted sections related to PD. Feedback can be submitted individually or as a group. Chrome River (now "Emburse") no return to paper forms. Suggestion to create a troubleshooting checklist for common issues (e.g., uploading receipts).



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		<ul style="list-style-type: none"> Flexible Calendar Regulation Update, new state regulations effective September 18, 2025. All employee groups, including student employees, must be included in PD planning. Mt. SAC is already ahead in many areas. A flexible calendar committee has been formed and will meet once a month.
Reports	<ul style="list-style-type: none"> CPDC (Val Biller) FPDC (Lizbet Sanchez) MPDC (Kristina Alvarado) 	<ul style="list-style-type: none"> CPD Day had strong attendance and engagement. Keynote focused on personal growth and professional empowerment. Positive feedback received. Fall Flex Day had well-attended sessions. Faculty newsletter and flex day surveys were distributed. New breakout session feedback included in survey. MPDC had the Fall gathering on August 18, focused on cultivating joy in the workplace. Speaker Brandi Thomas emphasized joy as resistance and purpose. Positive survey responses noted.
Other	<ul style="list-style-type: none"> C&T Voting Review Call for discussion items at next meeting 	

Next Meeting: October 2, 2025