



PROFESSIONAL DEVELOPMENT COMMITTEE MINUTES

October 9, 2023 | 2:30 PM – 4:30 PM | Room 21247

LPC Mission Statement

Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting lifelong learning.

LPC Planning Priorities

❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.

❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.

Professional Dev. Comm. Quorum: 5

Non-Voting Members:

Dyrell Foster, Administrator Tri-Chair
David Powers, Faculty Tri-Chair
Aubrie Ross, Classified Tri-Chair
Rifka Several, Senior Administrative Assistant
LPCSG – Vacant

Voting Members:

A&H – Peter Kuo
BSSL – Gina Webster
PATH – Vacant
STEM – Howard Blumenfeld
STUDENT SERVICES – Marina Lira
ADJUNCT – Cheryl Dolan
CLASSIFIED/TLC – Wanda Butterly
CLASSIFIED/AS – Alesia High
CLASSIFIED – Anne Kennedy
CLASSIFIED – Jean O'Neil-Opipari
CLASSIFIED – Vacant

- 1. Call to Order:** meeting called to order at 2:35 pm
- 2. Welcome and Introductions**
- 3. Review and Approval of Agenda:** motion to approve: moved (Anne K)/seconded (Howard B)/approved
- 4. Review and Approval of Minutes (Sept. 11, 2023):** motion to approve: moved (Howard B)/seconded (Lisa H)/approved
- 5. Public Comments (Limited to 3 minutes per person – the PDC cannot act on these comments) NONE**
- 6. Old Business**

6.1 New PDC Photo: several members are not available today; this will be rescheduled for next month's meeting.

6.2 Fall Flex Day Update: the program is final and has been sent out; note that classified and administrators are providing sessions. The google attendance sheet is ready along with URL/QR codes for session evacuations.

Flex Day Food: Panera sandwich and salad boxes for lunch, with infused water and iced tea; muffins (instead of bagels), yogurt and whole fruit for breakfast with coffee and tea. Donuts at the end of the day in building 1000.

6.3 Activity Packet Update: the updates are regarding the submissions rates (mileage and per diem) which now are linked so they do not have to be updated as they change. Question about needing explanation on how to use. Suggestion to post screenshot examples and add a notice about the changes on the PDC home page. Note that state travel bans are no longer in effect. Add "economy rate" to travel. Aubrie will send a message to the deans about these changes so they can go to divisions.

6.4 Spring Keynote Update: we are looking for a keynote speaker. David sent out links from Julie Nguyen for review (need information about cost, availability and what they would speak about). Dr. Foster may have contacts. Another possibility is "linguistic justice" (Karin

Spirn and Michelle Gonzales); how does this apply to classified professionals? Another idea is training for overdosing, and how to use NarCan. Suggestion to having Faith Alpher back as few were able to attend her President's Speaker session. We should decide at the next meeting. David will follow up with Dr. Foster.

7. New Business

7.1 Conference/Activity Proposals: there are 8 new requests:

Aubrie Ross	4CS Leadership	Riverside, CA
Maria Glidden	4CS Leadership	Riverside, CA
Sui Song	ACBO Conference	Santa Barbara, CA
LisaMarie Russo	4CS Leadership	Riverside, CA
Katie Eagan	Diversity Abroad	Chicago, IL
Angelo Bummer	Educause Conference	virtual
Lisa Duran	Writer Unboxed	Salem, MA
Ralitsa Ivanova-Olsson	Grant Training	virtual

Motion to approve up to \$750 for all the above requests. Motion: moved (Jean O) /seconded (Anne K)/ approved

7.2 Flex Day Proposals: thanks to the committee members for voting via email for all the proposals that came in.

7.3 Possible Spring Flex Day Meals: Aubrie has looked into different options, possibly Panda Express bowls for lunch. Discussion about options.

8. Informational Items

8.1 Variable Flex Part 1 due to Rifka by November 15.

8.2 PDC Budget Update: we have spent 65% of our total budget, all on conference requests.

8.3 New Faculty Orientation: they are meeting this Wednesday. Amy Mattern and Joel Gagnon will speak on classroom management.

8.4 Teaching Institute (Howard B): photos are on their updated website. "Teaching in the age of AI" was the topic for this 11th TI meeting. From the post-event survey, all attendees felt very satisfied with the content. The next meeting is in the spring and the topic will be decided later. Thanks to Dr. Foster for the President's Office providing funding for the Teaching Institute.

Classified Professionals have a summer professional development retreat.

8.5 Caring Campus Update (Jean O): They are presenting a Flex Day session in the 1800 building.

8.6 Classified Senate Update (Aubrie R): Join the LPC Veterans 2.2 Challenge; the Classified Senate has a "team." Jean and Aubrie attended a Guided Pathways institute, and will participate in the state-wide rollout of Caring Campus. They are working on adding tri-chairs to Facilities and RAC committees.

8.7 PATH Division Representative: vacant

8.8 Classified Professional Representative: vacant

8.9 LPCSG Representative: they are working on this

9. Good of the Order: Thanks to Howard and team for a great Teaching Institute.

10. Adjournment: meeting adjourned at 3:48 pm.

11. Next Regular Meeting: November 13, 2023 in 21247.