

# PROFESSIONAL DEVELOPMENT COMMITTEE MINUTES

Oct. 14, 2024 | 2:30 PM - 4:30 PM | Room 21247

## LPC Mission Statement

Las Positas College is an inclusive, learningcentered, 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.

## Committee Name

Quorum:

#### **Non-Voting Members:**

Dyrell Foster, Administrator Tri-Chair David Powers, Faculty Tri-Chair Aubrie Ross, Classified Tri-Chair LPCSG – Zainab Abbas

# **Voting Members:**

A&H – Meghan Swanson-Garoupa BSSL – Erick Bell PATH – Vacant STEM – Ann Hight STUDENT SERVICES – Marina Lira ADJUNCT – Cheryl Dolan CLASSIFIED/TLC – Wanda Butterly CLASSIFIED/AS – Alesia High CLASSIFIED – Anne Kennedy CLASSIFIED – Jean O'Neil-Opipari CLASSIFIED – Marisol Baltazar 2. Welcome and Introductions

**1.** Call to Order – 2:33 pm

- 3. Review and Approval of Agenda: M: Jean; S: Ann; C: unanimous
- 4. Review and Approval of Minutes (Sept. 9, 2024):

Correction: spelling of Erick Bell's name

Approved, with correction: M: Lisa S: Meghan C: unanimous

- **5. Public Comments** (*Limited to 3 minutes per person the PDC cannot act on these comments*) none to report.
- 6. Old Business
  - **6.1 Flex Day Meals** (DP) Aubrie has been working with Fresh and Natural (FnN) using bldg 1000 for light breakfast: coffee, tea, pastries, donuts. Hot lunch in Cafeteria buffet style pasta, salad, rolls, veg & vegan sauces. Jean: Are there any GF options? Ann: Can we replace pastries with fruit in the interest of health and wellness? 7:30-10 breakfast; 12-12:50 lunch. Aubrie: This menu is the least expensive we were able to get and it is still over budget. This was the best we could negotiate with FnN.
  - 6.2 Flex Day DSPS Session— (DP) Chris Crone having challenges recruiting, so may do a survey or another format. Discussion and suggestions ensued. Ann: if Chris could show us some other forms of disabilities, or other broader information on challenges students face. Erick: How do you deal with a student who cannot comprehend a certain learning format? Ann: recording lectures, students usually have some outside support, and learn from the student how best to support them note cards. Erick commented that if students do not want to get up on stage, it's still important to hear the student's voices regarding their challenges. Could he possibly get a few students to record a little voice clip of their challenges, as well as visual examples to demonstrate.
  - **6.3 Spring Flex Day Keynote** (DP) forwarded an email from the president with links to three different speakers to rank as possible keynotes. Q: Are we still on board with having a mental health keynote? The committee should read, watch the videos, and rank these speakers and topics. Aubrie will send out a Google doc/ poll / survey to rank the speakers, and within each speaker, select/ rank topic(s) of interest to you and those you represent by next Monday, 10/21. Ann and Erick both expressed an interest in Dr. Adii. The committee needs to lock down our selection for spring to confirm availability.

PDC Minutes – 2024-10-14jf

## 7. New Business

7.1 Conference/Activity Proposals – 6 new proposals came in. Aubrie & Suzanne: 4CS Classified Leadership Institute Jennifer Decker – CA Engineering conference Katie Eagan – NAFSA Region XII conference Ralitsa – Essentials of Grant Mgmt Ruchira – CMC3 Conference (Math) Any questions or concerns about these? Motion to approve up to \$750 for these? M: Ann S: Lisa C: unanimous Comment: For Aubrie/ Suzanne – SEA funds may apply since DEI is entwined within all topics at CLI.

- **7.2** Flex Day Meals Committee members were advised to take some mental notes on Fall flex day regarding FnN's meals and service and bring feedback. What are possible suggestions for Spring: Panda, Chipotle, Boudin, other? Aubrie has quotes for other vendors. Some were as much as \$600 less than FnN. Food must be grab n go/ quick to serve.
- 7.3 Grading for Equity Howard Blumenfeld, Teaching Institute. Per Frances Hui Grading for Equity handbook has been added to the Professional Development webpage. Must log in through the Library website using your Class-Web credentials. Shout out to Megan Swanson for presenting with David Powers.
- **7.4** CCC Racial Equity Leadership Alliance –Per Dr. Foster, opportunity for trainings through USC Race and Equity Center. will have trainings available.

## 8. Informational Items

**8.1** Variable Flex Part 1 due to Jennifer by Nov. 15

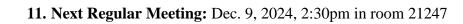
Flex Day Proposals – for Spring

- **8.2** PDC Budget Update \$8300 General Fund/ \$7300 SEA monies
- **8.3** New Faculty Orientation Deans Mattern and Gagnon Re: student behavior issues and procedures for handling them.
- **8.4** Teaching Institute no report.
- **8.5** Caring Campus Update next monthly meeting in 2100. Flex Day session coming up
- **8.6** Classified Senate Update received a foundation grant to bring Tracy Coleman
- **8.7** PATH Division Representative still vacant

## 9. Good of the Order

10. Adjournment – 3:32 pm

PDC Minutes – 2024-10-14jf 2 of 3



PDC Minutes – 2024-10-14jf 3 of 3