



# PROFESSIONAL DEVELOPMENT COMMITTEE MINUTES

September 9, 2019 | 2:30 PM – 4:30 PM | Room 1681B

## LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

## LPC Planning Priorities

- ❖ Implement the integration of all ACCJC standards throughout campus structure and processes.
- ❖ 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 Development Committee Quorum: 6

Roanna Bennie, administrator tri-chair  
David Powers, faculty tri-chair  
TBD, classified tri-chair (David Rodriguez,  
classified senate president, attended)  
STEM – Howard Blumenfeld  
A& H – Kisha Turner  
SLPC – Lyndale Garner  
BHAWK – Gina Webster  
STUDENT SERVICES – Gabriela Discua  
CLASSIFIED – Tim Druley  
CLASSIFIED – Amanda Ingold  
CLASSIFIED – Lydia Penaflor  
CLASSIFIED – Carolyn Scott  
ADJUNCT – Savanna Alliband-McGrew  
LPCSG – TBD

### 1. Call to order and quorum established.

**2. Review and approval of agenda:** correction to next meeting date: October 14<sup>th</sup>. Motion to approve agenda as corrected: moved/seconded/approved

**3. Review and approval of minutes from May 13, 2019:** Item 5.1 - change on appointment for classified senate tri-chair during the summer. The classified senate will make this decision during their Fall session. Motion to approve as amended: moved/seconded/approved

**4. Public Comments:** NONE

### 5. Introductions

### 6. Old business:

**6.1 Tri-chairs:** The appointment of the classified tri-chair is being discussed at their senate. David has reached out to Student Services to get a non-voting student representative for the PDC. Suggestion to have a rotation of meeting chairs between the tri-chairs. Roanna shared that Chabot got a grant to review their governance, and this resulted in their tri-chair model. LPC adopted this for more full representation of all parties involved. It was noted that the PDC faculty chair receives reassigned time so he might be the best candidate to chair the meetings. Howard suggested that there be meetings between the tri-chairs to address equal representation. Each tri-chair will report back to their senates/councils. David Rodriguez said that this is a new model for LPC and is a good experiment to address the classified professional needs. Professional development is a goal for classified professionals. He would like LPC to consider reassigned time for the CP tri-chair as this is an example of non-equitable treatment for CPs. Request that the classified professionals report on their goals and challenges for professional development.

Process to identify a CP tri-chair: due to workload issues, classified professionals have declined participation in committees. A person with some experience at LPC is needed for the PDC committee.

6.2 Future PDC meetings will be held in room 1687. There are no meetings in November and January due to holidays. **Motion to conduct business via email during those months: moved/seconded/approved.** David will post minutes and agendas on the PDC website.

6.3 Review of process for applying for PDC conference funds: No progress on a document management system. Banner 9 may have features available for this. All required forms will be merged on the PDC website but there is not a DocuSign feature.

## 7. New business:

7.1 Flex day proposals: Review of proposals; 21 have been submitted. A few other people will be submitting them for email approval. David will set a deadline for acceptance. Review of the criteria for Flex day sessions, these will be posted on the website. Discussion of how many flex sessions are ideal. Howard suggests that a limit be set.

7.2 Keynote speaker: Lyndale presented information on Dr. Newton Miller (University of San Diego) speaking on cultural competence and student success. He is available for our Flex Day. David will send the video clip for PDC member review. Lyndale will work with David and Rifka to find out Dr. Miller's stipend and expenses. There can be other funding added to the PDC budget for the keynote speaker.

Keynote funding from SEA may be available. (Roanna will check into this).

Tentative motion to approve this keynote speaker, based on cost: **Motion to approve Dr. Miller as the Fall Flex Day keynote speaker: moved/seconded/approved.**

7.3 Flex day meals: The president's office will fund coffee and lunch. Rifka will ask about the Foundation funding light breakfast. Lunch can be box lunch or a pasta buffet. The decision was made to go with the pasta bar. We need to communicate clearly what will be served for breakfast and lunch so that all attendees of flex day can access the meals.

7.4 PDC Budget 2019-20: The budget is \$12,000. A decision was made to cap individual conference funding per request at \$500.

7.5 **Motion to approve the following conference/activity proposals: Erin DeBakcsy, Susan Lloyd, Marina Lira, and Frances DeNisco. Moved/seconded/approved**

## 8. Informational items:

8.1 Variable Flex part 1: Due to Rifka by November 15.

8.3 State funding for classified professionals: LPC has \$14,800 with two criteria: consultation with the union who represents the classified professionals and conformation to college vision of success goals. The classified senate will have a large role in this funding. The chancellor is contacting the union and classified senates.

8.4 New faculty orientation: David has met with them and the first orientation is with Ann Hyde about SLOs. Talks are scheduled for future meetings (including tenure, UndocuAlly and curriculum).

8.5 The teaching Institute: Howard leads these; the first one this year is Wednesday September 11th at 5:30 pm. These are held at Canton Village in Livermore, with dinner paid by BaSK funds. The theme is “active learning and the power and challenges of concept mapping.” Sign up with Frances Hui. In the spring, Reading Apprenticeship is the tentative theme.

8.6 Working Together: Howard reported that this group formed to conduct meaningful conversations between faculty on teaching and classroom issues. This year each member has major goals and projects and the group is a support group for the goals. Presentations are scheduled for next year.

8.7 Website photo: New group photo taken.

**9. Good of the order**

**10. Adjournment: Motion to adjourn: moved/seconded/approved**

**11: Next PDC Meeting: October 14<sup>th</sup>, 2:30 – 4:30 pm in room 1687.**