



# PROFESSIONAL DEVELOPMENT COMMITTEE MINUTES

## 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.

Committee Name      Quorum: 6

### Non-Voting Members:

Dyrell Foster, Administrator Tri-Chair  
David Powers, Faculty Tri-Chair  
Aubrie Ross, Classified Tri-Chair  
Ayaan Ahmad, LPC Student Government

### 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 – Sarah Anderson

March 11, 2024 | 2:30 PM – 4:30 PM | Room 21247

- 1. Call to Order:** meeting called to order at 2:33 pm.
- 2. Welcome and Introductions:** welcome to Ayaan Ahmad, LPC Student Government representative and Sarah Anderson, Classified representative
- 3. Review and Approval of Agenda:** motion to approve: moved (Cheryl Dolan)/seconded (Jean O'Neil-Opipari)/ approved with one abstention
- 4. Review and Approval of Minutes (Feb. 12, 2024):** motion to approve: moved (Alesia High)/seconded (Jean O'Neil-Opipari)/ approved with one abstention
- 5. Public Comments (Limited to 3 minutes per person – the PDC cannot act on these comments)** Remind students about scholarship applications; Rifka will redistribute the flyer and request Chip put it on social media
- 6. Old Business**
  - 6.1 PDC Photo: cancelled until next meeting (April)
  - 6.2 Spring Flex Day: the second program draft is available; edits are due tomorrow. They keynote will be held in 2420 as the Main Stage is not available. Classrooms in 2100 will be assigned (first floor) and computer labs (second floor). Breakfast will be in the lobby of 2100. Lunch will be in the former tutorial center with outdoor tables set up.
    - 6.2.1 Flex Day food:  
Breakfast: coffee/tea/muffins/whole fruit; Lunch: Panda Express bowls (last day to sign up on the google form) and infused water; donuts in the afternoon
- 7. New Business**
  - 7.1 Conference/Activity Proposals: NONE; faculty request to use cultural competence funds; VP Ho agreed to the usage. Two applications will be sent in after Dean signature. Reserve

Minutes taken by RIFKA SEVERAL

funds would need to be used for these.

7.2 Flex Day Proposals: NONE

7.3 Upcoming Flex Days: 2024-25 dates are set for October 25, 2024 and March 20, 2025. Comment on maintaining the same time of the months for predictability. For 2025-26: October 23, 2025 and March 19, 2026.

## **8. Informational Items**

8.1 Variable Flex Part 2 due to Rifka by May 15.

8.2 PDC Budget Update: no changes, there are no funds for conferences left. Use of reserve funds would need approval by the PDC.

8.3 New Faculty Orientation: they are meeting this Wednesday. Sarah Thompson will speak about Academic Senate and state faculty organizations, and committees will present

8.4 Teaching Institute (Howard Blumenfeld): the twelfth TI was held at Swirl on the Square. Self-care, boundaries and time management were the themes. Speakers were from psychology and equity departments. The next TI will be held in the fall, and continue to be held once a semester. The handouts are posted on their website.

8.5 Caring Campus Update (Jean O'Neil-Opipari): they are finalizing work on the state-wide collaboration on a caring campus guidebook which will help with campus training. This will be presented at the classified leadership institute. Jean is doing a Flex Day session on Caring campus regarding scenarios with students that didn't work out satisfactorily; how can students best be served in different situations? This Thursday is their meeting (10 am, 21347 conference room), everyone is welcome. They want to establish a core leadership group.

8.6 Classified Senate Update (Jean O'Neil-Opipari): the district is no longer moving forward with the compressed calendar; the classified and student senates submitted resolutions not supporting this change (mainly because data about improvement to student success was not shown). The proposal for a classified hiring prioritization committee has been submitted to Dr. Foster (now these are handled by RAC). SEIU elections are being held for VP at LPC.

8.9 TLC/Professional Development Center Update: the task force to envision this center has compiled a draft that will be submitted to Dr. Foster. This center is for faculty, classified and administrators for professional growth, academic excellence, technology training, campus collaborations, health and wellness and other support. A poll was sent regarding the name of the center. The task force will select the top three, and these will be voted on by the task force. Regarding facilities, will this be a renovation of 2410? It will not be in the STEAM building, and there aren't other spaces available.

8.10 PATH Division Representative: none

8.11 Classified Professional Representative: filled

8.12 LPCSG Representative: filled

**9. Good of the Order:** remember that some students will be fasting for Ramadhan.

**10. Adjournment:** meeting adjourned at 3:29 pm.

**11. Next Regular Meeting:** April 8, 2024 in 21247