



PROFESSIONAL DEVELOPMENT COMMITTEE MINUTES

Apr. 14, 2025 | 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.

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

- 1. Call to Order - 2:33 pm** (no quorum)
- 2. Welcome and Introductions**
- 3. Review and Approval of Agenda** tabled to next meeting - no quorum
- 4. Review and Approval of Minutes (Mar. 10, 2025):** tabled
- 5. Public Comments (Limited to 3 minutes per person – the PDC cannot act on these comments)** none
- 6. Old Business**
 - 6.1 - none
- 7. New Business**
 - 7.1 Conference/Activity Proposals - none
 - 7.2 Flex Day Proposals - none
 - 7.3 Winter Intersession/ Compressed Calendar Flex Day Feedback Survey – David Powers presented a summary chart (created by Aubrie) and details from the 46 respondents to the survey questions, including: Role; Dept/Service Area; How did you spend your time? What was your primary goal/intention? What did you accomplish in relation to your role/dept? What key outcomes do you feel most confident about applying? What are your next steps? How do you plan to take action on the information or strategies discussed? What concerns or challenges do you have about the Winter Intersession (WI) or Compressed Calendar (CC) specific to your area? How would you rate overall effectiveness of the day's conversation in relation to your dept or role? What was most useful about today's discussions? What improvements would you suggest for future discussions or sessions regarding WI /CC, esp. as related to your department or role? Do you feel adequately prepared for WI/CC changes? What strategies or support would help you prepare for WI/CC? Anything else to share about the day's experience or your department's perspective on WI/CC?

Discussion ensued:

David suggested faculty survey current students regarding student scheduling preferences in the interest of data-gathering day/evening times students would be most likely to attend classes.

Meghan mentioned the need to collaborate across divisions with

regard to scheduling, which was less of a consideration previously. David met with Nan & VP Forbes at Chabot regarding the block schedule and a few tweaks were made. Updates to the block schedule will be sent out by administration when refined.

President Foster is open to dedicating time on College Day to further these discussions. Quite a bit of faculty feedback asks for more discussion/ collaboration time, and work days, to sort concerns. Support issues with CC/WI are a big concern to Classified. David suggested that having student input would have been beneficial, as their perspective is unique and important.

Anne commented that this Flex Day Survey feedback needs to be shared with the VPs and President to ensure concerns are heard and taken into account. Also, specific departmental issues need to be addressed. David will share out the feedback.

Dissatisfaction with meals was expressed, esp. the “Donut Debacle.”

Documents from the CC/WI Flex Day can be found on the PDC website in the [Mandatory Flex Archives](#)

7.4 Review of Charge and Membership (worksheet attached)

Form was sent to committee. All in attendance agreed that no changes were necessary to the charge, reporting, membership, appointment, or term. David will submit as is noting, “no changes.”

8. Informational Items

- 8.1 Variable Flex Part 2 due to Jennifer by May 15
- 8.2 End of Fiscal Year Due Dates – Sue sent out. Let constituents know to submit their receipts before the deadline.
- 8.3 PDC Budget Update - Nearly out of money
- 8.4 New Faculty Orientation - did not meet
- 8.5 Teaching Institute - no report
- 8.6 Caring Campus Update - no report
- 8.7 Classified Senate Update - no report
- 8.8 PATH Division Representative - no report

9. Good of the Order

9.1 **BIG SHOUTOUT to JEAN** on Classified Professional Award

9.2 **New Hawk Day:** Sat., 4/19, 8:15 AM – 12:30 PM, Mertes CFA

9.3 **One Love Festival:** Wed., 4/23, 11:00 AM – 2:30 PM. Quad.

10. Adjournment – 3:23 PM

11. **Next Regular Meeting:** May. 12, 2025, 2:30pm in room 21247