



PROFESSIONAL DEVELOPMENT COMMITTEE MINUTES

February 14, 2022 | 2:30 PM – 4:30 PM | Zoom

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 Development Committee

Non-Voting Members:

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

Voting Members:

A&H – Martin Nash
BSSL – Gina Webster
PATH – Vacant
STEM – Howard Blumenfeld
STUDENT SERVICES – Amanda Castelli
ADJUNCT – Cheryl Dolan
CLASSIFIED/TLC – Tim Druley
CLASSIFIED/AS – Alesia High
CLASSIFIED – Linda Cross
CLASSIFIED – Aubrie Ross
CLASSIFIED – Anne Kennedy

- 1. Call to Order:** Meeting called to order at 2:33 pm.
- 2. Welcome and Introductions:** Introductions and welcome to two new committee members: Amanda Castelli and Aubrie Ross.
- 3. Review and Approval of Agenda:** Motion to approve agenda: moved/seconded/approved (two abstentions)
- 4. Review and Approval of Minutes (November 8, 2021):** Motion to approve minutes: moved/seconded/approved (two abstentions)
- 5. Public Comments** (*Limited to 3 minutes per person – the PDC cannot act on these comments*): None
- 6. Old Business:**
 - 6.1 Approval via email: Terrance Thompson conference proposal (2AMEND conference)
 - 6.2 Approval of one Flex Day proposal (Collin Thormoto)
 - 6.3 Declined approval of one Flex Day proposal for a department meeting
 - 6.4 Faculty survey of virtual vs. on campus Flex Day: 4 to 1 approval of a virtual Spring Flex Day
- 7. New Business: Conference Proposal**
 - 7.1 Conference proposal: Jin Tsubota, to attend an online tutoring conference, \$250 requested: Motion to approve up to \$500 for this conference proposal: moved/seconded/approved
- 8. New Business: Flex Day Proposals**
 - 8.1 Keynote proposals: one focused on essay writing, which could be too narrow. The second one was from Jackie Carrillo for LPC Student Government: a student panel, facilitated by Josue Hernandez. The focus is "Creating a Culture of Community on Campus." Discussion: they need to clarify the session outline. David will request they provide a more specific description. Motion to approve LPC SG panel as a session: moved/seconded/approved. David will send out the

clarified session description for an email vote regarding accepting this as the keynote.

8.2 Flex Day sessions: 28 sessions submitted so far. Our usual range is 25 sessions; there are typically fewer in the spring. Discussion on sessions previously sent out: request that title "Presentation" be made more descriptive. David will do this. Motion to approve these sessions: moved/seconded/approved

8.3 Classified Professionals Flex Day: this program will be on campus, concurrent with faculty Flex Day. Aubrie will be tracking attendance for the Classified Professional sessions. Discussion about synchronizing up the faculty and classified Flex Day sessions for next Fall.

9. Committee Charge Review: No changes recommended.

10. Discipline meetings held during Flex Days: There is language on our website. These meetings are professional responsibilities for faculty. At Chabot these are held during the Flex Day lunch break. Departments can meet then or prior or after the Flex Day. Discussion: can these happen during Town Hall meetings? Dr. Foster will explore this and report back to PDC. Statement that exceptions should not be made for particular departments. Motion to approve website language regarding removing discipline meetings during *regular Flex Day session times* (8 am – 4 pm, excepting lunch break): moved/seconded/approved.

11. Informational items:

- 58.5 cents is the new mileage rate.
- Spring Flex Day (virtual for faculty; on campus for classified): March 8, 2022.
- Variable Flex part 2 due to Rifka May 15.
- \$9800 unallocated funds in the PDC budget.
- New faculty orientation: Matthew Jewett is the new Fire Technology instructor. The monthly orientations are suspended; he will join the new cohort in the fall; there will be six new hires.
- LPC SG and PATH division representatives: none

12. Good of the Order:

- David attended the "Welcome Back" tables for the math department, and for AGS at the Club Days.
- Dr. Foster: request for mapping committee work to accreditation standards; this will be added to next meeting agenda.
- February 23, 11 am - 12 pm: Open forum with ACCJC peer review team

13. Next meeting: Next PDC meeting Tuesday, March 14, 2022. Room 1687 is reserved for in-person attendance.

14. Adjournment: Motion to adjourn: moved/seconded/approved. Meeting adjourned at 3:33 pm