



Classified Professional Development Committee
Wednesday, February 26, 2020, 10:00 am
Ventura College Main Campus – MCW 312
~AGENDA~



Committee Members

Constituency	Representative	Attended	Constituency	Representative	Attended	Constituency	Representative	Attended
Classified Chair	Olivia Long		Classified			Classified		
Classified			Classified			Classified		
Classified			Classified			Classified		
Classified			Classified			Classified		
Classified			Classified			Classified		

Guests:

Agenda Item	Discussion Notes	Action?
1. Call to Order	O. Long called the meeting to order at 10:0x am	
2. Adoption of the Agenda	O. Long called for a motion to adopt the agenda. Motion by a, second by b Discussion: Final Resolution: Motion was Yes:	
3. Public Comment		
4. Approval of Minutes: 2/12/20	O. Long called for a motion to adopt the minutes. Motion by a, second by b Discussion: Final Resolution: Motion was Yes:	
5. Institute for Evidence-Based Change (IEBC) – Caring Campus	IEBC Caring Campus Readiness Assessment Form 2.21.20	

6. New Classified Professionals Orientation	Requested by Dr. Hoffmans to hold twice a year (spring and fall)	
7. Plan for PD Event Plan To-Do	<p>Upcoming dates in chronological order:</p> <ul style="list-style-type: none"> • Professional Development days as noted on Instructional Calendar: Thursday, March 19th and Friday, March 20th <ul style="list-style-type: none"> ➤ ADD (2) 30 min. sessions “EMS Refresher” w/Kelly Denton & Sue Royer • Diversity in Culture Festival: Wednesday, March 25th and Thursday, March 26th • 11th Annual Holistic Health Festival: Tuesday, March 31st @ 9 am – 2 pm • Earth Day 2020 Tentative Monday, April 20th (link is to 2019 event) 	ALL – ideas for PD Days/guest speakers, etc.
8. Report: Professional Development Coordination Council (PDCC)		
9. Report: Districtwide Classified Professional Development Committee (DW-CPDC)	Training and Tours	
10. Professional Development Budget(s): <ul style="list-style-type: none"> • FUND A: Funds from the state • FUND B: Local campus funds (\$7,500) • FUND C: PDCC funds (\$15,000) 	Report out for funds spend to date and remaining balances. Discussion regarding using funds for conferences.	
11. Future Agenda Items		
12. Adjournment	O. Long adjourned the meeting at 11:28 am	
13. Future Meeting Dates	2020: 3/11, 3/25, 4/8, 4/22, 5/13, 5/27, 6/10, 6/24	
14. Old Business	<p>M. Moore – awaiting response from CCC Vision Resource Center re: data on current usage.</p> <p>O. Long work w/M. Moore to set up 30 min sessions to set up CCCVRC accounts</p> <p>F. Torres – order status of earbuds and books for library</p>	

Committee Charge:

The Classified Professional Development Committee (CPDC) evaluates professional development needs, proposes informal and formal training events, develops implementation plans, sponsors pathways for unique learning opportunities, and celebrates the accomplishments of classified professionals. The CPDC is committed to improving the community through cross campus connections, open dialogues, targeted trainings, and self-improvement.

Committee Goals 2019-2020:

- Increase account usage of CCC Vision Resource Center for VC employees
- Conduct a needs assessment survey
- Construct a timeline for VC-CPDC