



Classified Professional Development Committee
Wednesday, October 9, 2019, 10 am
Ventura College Main Campus – MCW 312



Committee Members

Constituency	Representative	Constituency	Representative	Constituency	Representative
Classified Chair	Olivia Long	Classified		Classified	
Classified	Felicia Torres	Classified		Classified	
Classified	Chez Harper	Classified		Classified	

Agenda Item	Discussion Notes	Action?
1. Call to Order		
2. Adoption of the Agenda		
3. Public Comment		
4. Approval of Minutes: 09/27/19		
5. Draft Committee Charge	<p>Mission: To Create a Charge for the CPDC (Classified Professional Development Committee)</p> <p>Proposed Charge:</p> <p>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.</p>	

	<p>Taken From Original Writing: Reviewed PDCC draft charge; discussion ensued regarding purpose for CPDC and connection to PDCC; budget \$7500; chancellor’s office grant; The Classified Professional Development Committee Propose, plan, develop, implement and evaluate training pd events and learning opportunities; processes; needs assessment; collaboration formally and informally to build a better work environment, with the purpose of increasing efficiencies and strengthening relationships; build community commorodiatly; connection to DW CPDC & PDCC; flourish communication; celebrating our successes; state classified award; professional learning pathways; connect to annual evaluations;</p>	
6. Planning for PD		
7. Future Agenda Items		
8. Adjournment		

[Committee Charge]



Classified Professional Development Committee
Friday, September 27, 2019, 1:00 pm
Ventura College Main Campus – MCW 312



VENTURA COLLEGE CLASSIFIED SENATE

Committee Members

Constituency	Representative	Attended	Constituency	Representative	Attended	Constituency	Representative	Attended
Classified Chair	Olivia Long	✓	Classified	Sharon Oxford	✓	Classified	Ali Olsen Pacheco	✓
Classified	Felicia Torres	✓	Classified	Matt Moore	✓	Classified	Alexander Rock Fredell	✓
Classified	Chez Harper	✓	Classified	Sandy Mason	✓	Classified		
Guests:								

Agenda Item	Discussion Notes	Action?
1. Call to Order	O. Long called the meeting to order at 1:03 pm	
2. Adoption of the Agenda	O. Long called for a motion to adopt the agenda. Motion by F. Torres, second by A. Fredell Discussion: none Final Resolution: Motion was approved Yes: O. Long, F. Torres, C. Harper, S. Oxford, M. Moore, S. Mason, A. Pacheco, A. Fredell	
3. Public Comment	M. Moore expressed appreciation for the creation of the committee.	
4. Approval of Minutes	First meeting; no past meeting minutes for approval	
5. Establish Regular Meeting Date & Time	Consensus was to provide 3 meeting time options (meeting length 90 minutes; 2 nd /4 th WED @ 10am, 1 st /3 rd FRI @ 10am or 1pm) via a doodle poll	O. Long to send doodle poll

6. Draft Committee Charge	<p>Reviewed Professional Development Coordination Council (PDCC) draft charge; discussion ensued regarding purpose for CPDC and connection to PDCC; budget \$7500; clarification regarding the state chancellor's office grant;</p> <p>The Classified Professional Development Committee – <i>DRAFT CHARGE</i></p> <p>Propose, plan, develop, implement and evaluate training pd events and learning opportunities; processes; needs assessment; collaboration formally and informally to build a better work environment, with the purpose of increasing efficiencies and strengthening relationships; build community comradery; connection to districtwide Classified Professional Development Committee & PDCC; flourish communication; celebrating our successes; state classified award; professional learning pathways; connect to annual evaluations;</p>	M. Moore to draft a charge based on ideas brainstormed during meeting.
7. Future Agenda Items	Paying for classes/procedure/process; collaborate w/union on contract related items for training/understanding/unpacking; budget; Dean Wright Long Term Leadership Program	
8. Adjournment	O. Long adjourned the meeting at 2:03 pm.	

DRAFT