# Classified Professional Development Committee

**Friday, September 27, 2019, 1:00 pm**

Ventura College Main Campus – MCW 312

## Committee Members

<table>
<thead>
<tr>
<th>Constituency</th>
<th>Representative</th>
<th>Attended</th>
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<th>Constituency</th>
<th>Representative</th>
<th>Attended</th>
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</thead>
<tbody>
<tr>
<td>Classified Chair</td>
<td>Olivia Long</td>
<td>✓</td>
<td>Classified</td>
<td>Sharon Oxford</td>
<td>✓</td>
<td>Classified</td>
<td>Ali Olsen Pacheco</td>
<td>✓</td>
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<tr>
<td>Classified</td>
<td>Felicia Torres</td>
<td>✓</td>
<td>Classified</td>
<td>Matt Moore</td>
<td>✓</td>
<td>Classified</td>
<td>Alexander Rock Fredell</td>
<td>✓</td>
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<tr>
<td>Classified</td>
<td>Chez Harper</td>
<td>✓</td>
<td>Classified</td>
<td>Sandy Mason</td>
<td>✓</td>
<td>Classified</td>
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</table>

**Guests:**

## Agenda Item

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Discussion Notes</th>
<th>Action?</th>
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<tbody>
<tr>
<td>1. Call to Order</td>
<td>O. Long called the meeting to order at 1:03 pm</td>
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<tr>
<td>2. Adoption of the Agenda</td>
<td>O. Long called for a motion to adopt the agenda.</td>
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<td></td>
<td>Motion by F. Torres, second by A. Fredell</td>
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<td></td>
<td>Discussion: none</td>
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<td></td>
<td>Final Resolution: Motion was approved</td>
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<tr>
<td></td>
<td>Fredell</td>
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<td>3. Public Comment</td>
<td>M. Moore expressed appreciation for the creation of the committee.</td>
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<td>4. Approval of Minutes</td>
<td>First meeting; no past meeting minutes for approval</td>
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<tr>
<td>5. Establish Regular Meeting Date &amp; Time</td>
<td>Consensus was to provide 3 meeting time options (meeting length 90 minutes;</td>
<td>O. Long to send doodle poll</td>
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<td></td>
<td>2nd/4th WED @ 10am, 1st/3rd FRI @ 10am or 1pm) via a doodle poll</td>
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<td>6. Draft Committee Charge</td>
<td>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; The Classified Professional Development Committee – DRAFT CHARGE 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 &amp; PDCC; flourish communication; celebrating our successes; state classified award; professional learning pathways; connect to annual evaluations;</td>
<td>M. Moore to draft a charge based on ideas brainstormed during meeting.</td>
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<tr>
<td>7. Future Agenda Items</td>
<td>Paying for classes/procedure/process; collaborate w/union on contract related items for training/understanding/unpacking; budget; Dean Wright Long Term Leadership Program</td>
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<tr>
<td>8. Adjournment</td>
<td>O. Long adjourned the meeting at 2:03 pm.</td>
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