



PROFESSIONAL DEVELOPMENT COMMITTEE MINUTES

Oct. 14, 2024 | 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
2. **Welcome and Introductions**
3. **Review and Approval of Agenda:** M: Jean O’Neil-Opipari; S: Ann Hight; C: unanimous
4. **Review and Approval of Minutes (Sept. 9, 2024):**
Correction: spelling of Erick Bell’s name
Approved, with correction: M: Lisa High **S:** Meghan Swanson-Garoupa **C:** unanimous
5. **Public Comments** (*Limited to 3 minutes per person – the PDC cannot act on these comments*) – none to report.
6. **Old Business**

6.1 Flex Day Meals – (David Powers) Aubrie Ross has been working with Fresh and Natural (FnN) – using bldg 1000 for light breakfast: coffee, tea, pastries, donuts. Hot lunch in Cafeteria – buffet style pasta, salad, rolls, veg & vegan sauces. Jean O’Neil-Opipari: Are there any GF options? Ann Hight: Can we replace pastries with fruit in the interest of health and wellness? 7:30-10 breakfast; 12-12:50 – lunch. Aubrie Ross: This menu is the least expensive we were able to get and it is still over budget. This was the best we could negotiate with FnN.

6.2 Flex Day DSPS Session– (David Powers) Chris Crone having challenges recruiting, so may do a survey or another format. Discussion and suggestions ensued. Ann Hight: if Chris Crone could show us some other forms of disabilities, or other broader information on challenges students face. Erick Bell: How do you deal with a student who cannot comprehend a certain learning format? Ann Hight: recording lectures, students usually have some outside support, and learn from the student how best to support them – note cards. Erick Bell commented that if students do not want to get up on stage, it’s still important to hear the student’s voices regarding their challenges. Could he possibly get a few students to record a little voice clip of their challenges, as well as visual examples to demonstrate.

6.3 Spring Flex Day Keynote – (David Powers) forwarded an email from the president with links to three different speakers to rank as possible keynotes. Q: Are we still on board with having a mental health keynote? The committee should read, watch the videos, and rank these speakers and topics. Aubrie Ross will send out a Google

doc/ poll / survey to rank the speakers, and within each speaker, select/ rank topic(s) of interest to you and those you represent – by next Monday, 10/21. Ann Hight and Erick Bell both expressed an interest in Dr. Adii. The committee needs to lock down our selection for spring to confirm availability.

7. New Business

- 7.1** Conference/Activity Proposals – 6 new proposals came in.
Aubrie Ross & Suzanne Kohler: 4CS Classified Leadership Institute
Jennifer Decker – CA Engineering conference
Katie Eagan – NAFSA Region XII conference
Ralitsa Ivanova-Olsson – Essentials of Grant Mgmt
Ruchira Majumdar – CMC3 Conference (Math)
Any questions or concerns about these? Motion to approve up to \$750 for these? M: Ann Hight S: Lisa High C: unanimous
Comment: For Aubrie Ross & Suzanne Kohler – SEA funds may apply since DEI is entwined within all topics at CLI.
Flex Day Proposals – for Spring
- 7.2** Flex Day Meals – Committee members were advised to take some mental notes on Fall flex day regarding FnN’s meals and service and bring feedback. What are possible suggestions for Spring: Panda, Chipotle, Boudin, other? Aubrie has quotes for other vendors. Some were as much as \$600 less than FnN. Food must be grab n go/ quick to serve.
- 7.3** Grading for Equity – Howard Blumenfeld, Teaching Institute. Per Frances Hui – Grading for Equity handbook has been added to the Professional Development webpage. Must log in through the Library website using your Class-Web credentials. Shout out to Megan Swanson for presenting with David Powers.
- 7.4** CCC Racial Equity Leadership Alliance –Per Dr. Foster, opportunity for trainings through USC Race and Equity Center. will have trainings available.

8. Informational Items

- 8.1** Variable Flex Part 1 due to Jennifer Farber by Nov. 15
- 8.2** PDC Budget Update \$8300 General Fund/ \$7300 SEA monies
- 8.3** New Faculty Orientation – Deans Amy Mattern and Joel Gagnon
Re: student behavior issues and procedures for handling them.
- 8.4** Teaching Institute – no report.
- 8.5** Caring Campus Update – next monthly meeting in 2100.
Flex Day session coming up
- 8.6** Classified Senate Update – received a foundation grant to bring Tracey Coleman

8.7 PATH Division Representative – still vacant

9. Good of the Order

10. Adjournment – 3:32 pm

11. Next Regular Meeting: Dec. 9, 2024, 2:30pm in room 21247