

**PDAC MINUTES FOR  
March 28, 2024**

**Members & Public:** Pittsburg - Library L-215 / Brentwood Conference room 125

**Public:** <https://4cd.zoom.us/j/86726726024>

**Meeting:** 2:00PM – 3:00PM

**MEMBERS PRESENT: *Classified*** - Courtney Diputado, Justin Nogarr, Jim Kolthoff / **Faculty** - Erlinda Jones, LD Green, Star Louis Steers / **Managers** - Rosa Armendariz / **Students** – absent

Topic/Activity	Lead	Time	Information, Discussion, Action, Follow-up
<b>1. Welcome</b> – special guest Dr. Ralston, and Marci Lapriore <b>2. Public Announcements</b> – a public comment about Spring 2024 Opening Day not being available as high-flex or via online recording was moved to the discussion with Dr. Ralston’s addressing online and in-person formatting.	Erlinda/Justin	5	Information
<b>Consent Agenda</b>			
<b>3. Review and Approval of Agenda</b> Motion to approve – Star, 2 <sup>nd</sup> – Jim, all in favor <b>4. Review and Approval of Minutes 2/22/2024</b> Motion to approve – Star, 2 <sup>nd</sup> – LD, Abstention – Courtney, all others in favor	Erlinda J/Justin Erlinda J/Justin	5	Action
<b>Business</b>			
<b>5. Opening Day discussion with Dr. Ralston</b> President Ralston discussed the need to rethink how the Opening Day event is organized and presented. It is an opportunity for the campus to learn together. She suggested the idea of a more interactive format for LMC’s 750 employees, possibly incorporating a high-flex teaching approach, and proposed the idea of dividing the event into smaller groups for team building, networking, and knowledge development. High-flex can be challenging with our current college technologies and infrastructure. Some employees have expressed the need to view the event live and/or a recording online, which can be an option for those who cannot be present at the next opening day. Also, the college could open all three room spaces within the Student Union Conference Center to make more space for in-person participants. Sit in roundtables to continue breakfast conversation. Dr. Ralston asked PDAC for help in developing a theme for the event that covers the whole year. A	Erlinda J/Justin All	49	5. Information/Action 6. Information/Action 7. Vote 8. Vote 9. Information/Action 10. Information/Action

newsletter or webpage with highlights about Opening Day could be a product that comes out of it. Consider opening day at Brentwood or other flex activities as well.

Survey data was shared from past events on what worked well and what could be improved for this coming fall. Dr. Ralston highlighted the need for improving the event's design, specifically the survey and the organization of the student panel. The committee noted the importance of early arrival time, better communication, and the need to prioritize data-driven insights. Additionally, a discussion noted the significance of kinship groups and the role of multigenerational LMC attendees, suggesting ways to foster connections and a sense of belonging. The discussion concluded with Dr. Ralston expressing her wish for higher satisfaction with the event's information delivery. She also emphasized the importance of reconnecting with the academic community, particularly students of color, and the need for enhanced participatory governance.

For the future, PDAC can provide input on Monday meeting topics. Yesterday, SGC approved a yearly Monday meeting calendar schedule. We can discuss College Assembly in the future.

The group agreed to review the survey, ideas and questions posed; discuss it more in-depth at the April meeting; provide feedback to Dr. Ralston; and invite her back if needed as well.

Questions to consider:

- Does our committee want to play a role? If so, how? What role?
- Goal of the day or theme
- Consider - How to connect to the academic community? How do we come together to achieve SEA Goals? How can we connect to Guided Pathways – cross-disciplinary interactions and conversations?

**6. Participatory Governance Assessment Task Group (SGC formed)**

Marci Lapriore explained that the task-group aims to understand the practices of each committee and suggests improvements for LMC's participatory governance structure and processes. There was a conversation about the committee members' perceptions of the committee's strengths and challenges. The committee discussed the role and operations of the Professional Development Advisory Committee (PDAC) at the college, which supports faculty and staff development through funding and organizing participation in conferences and other professional development activities. Support conferences, opportunities to improve skills and is impactful on a personal level and departmental and college level.

Marci asked about the application process for funding, to which the committee explained that proposals are reviewed for alignment with the college's professional development and equity goals. The committee also highlighted the importance of collaboration between PDAC and the Office of Equity and Inclusion. Questions were raised about the committee's governance structure and potential changes. Rosa suggested that the committee should report back to SGC more frequently. The committee's status as a Brown Act committee was also confirmed, with the role of LPG in organizing faculty flex events.

The committee discussed the challenges and potential changes needed with PDAC, particularly regarding quorum and engagement. They also deliberated on the committee's relationship and report-outs with other groups, such as the Academic Senate and Classified Senate, and the need for better communication within these bodies. The committee has experienced more buzz with conference-related requests and questions this semester and PDAC related work seems to be evolving and gaining more recognition. The committee also mentioned that their collaboration with other groups has increased and that they are better at sharing their agendas and invitations.

**7. Upcoming Conference Funding Recommendations (review proposals)**

It was recommended that PDAC share conference application info with Department Chairs, NEXUS, other groups, and create promotional materials. PDAC can also host a flex session on how to use GROW and access support for professional learning.

The committee reviewed of the proposal for the Association of Asian American Studies from Johnmark Bautista.

Motion to approve – Erlinda, 2nd – LD, all in favor with the condition that the attendee will only be reimbursed via Professional Development funding for the cost of the conference (\$750.00) and any meals not provided. It was agreed that all other expenses incurred for this conference (e.g. travel, and hotel) would be covered by the Seamless Transfer of Ethnic Studies Grant.

**8. Committee vote – 4 PDAC/LPG meetings each semester (addition of Aug.22 & Jan.23)**

The team considered the possibility of adding two more meetings to their schedule to accommodate more training needs and to address the situation where employees have been unable to attend certain conferences due to missing registration deadlines or the conferences fill up before the PDAC committee can meet to review.

Motion to approve – Star, 2nd – Erlinda, all in favor

**9. Update of Conferences and Summits**

Tabled for next meeting

<b>10. Book Club Recommendations</b> Tabled for next meeting			
<b>Updates</b>			
<b>11. Closing Comments / Adjourn</b> Motion to adjourn – Erlinda, 2 <sup>nd</sup> – Rosa, All in favor		1	Information
<b>Future Meeting Date: April 25, 2024</b>			