**PDAC AGENDA FOR**
**OCTOBER 24, 2024**

**Members & Public:** Pittsburg - Library L-215 / Zoom option

**Public:** <https://4cd.zoom.us/j/89357375999>

**Meeting:** 2:00PM – 3:30 PM; LPG 3:30 – 4:00 PM

#### **MEMBERS: Classified -** Courtney Diputado, Justin Nogarr, Tanita Richardson / **Faculty -** Erlinda Jones, Jill Buettner, Star Steers / **Managers -** Rosa Armendariz, Jeffrey Benford, Matthew Muterspaugh / **Students – Hector Hidalgo-Combs**

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| **Topic/Activity** | **Lead** | **Time** | **Information, Discussion, Action, Follow-up** |
| 1. Welcome
2. Public Announcements
 | Erlinda/Justin  | 5 | Information |
| **Consent Agenda**  |  |  |  |
| 1. Review and Approval of Agenda
2. Review and Approval of Minutes
	1. 9/26/2024
 | Erlinda/JustinErlinda/Justin | 5 | Action |
| **Business** |
| 1. Upcoming Conference Funding Recommendations (review proposals)
	1. John Schall AIGA Conference – PIP request
	2. Follow up on Request to send a team of Administrative Assistants to [EA Ignite - Precision Training for Executive and Senior-Level Assistants](https://www.eaignite.com/)
2. Update and Discussion on Spring 2025 Focused Flex and Opening Day
3. Planning and goal setting for 2024-25
	1. Review PDAC Goals & Identity focus
4. Collaboration with IDEA and EEOC Discussion
5. Update of Conferences and Summits
	1. 4CPD, 10/9-11/2024 (Justin Nogarr, Erlinda Jones, Denise Uribe, and Rosa Armendariz attended)
	2. DEIA Institute, Jazmin Morales, Bill Bankhead, Tanisha Maxwell (Sept. 25-27th)
	3. Update on DWPD and funding opportunities
		1. COLEGAS
		2. Online Teaching Conference (6/16-6/18/2025)
 | Erlinda/JustinAll | 102515205 |  |
| **Updates** |
| 1. Closing and Next Steps
 |  | 5 | Information |
| **Next Meeting Date:** * **October 24, 2-4pm**
* **November 21, 2-4pm**
* **December 5, 2-3:30pm (LPG – review Spring 2025 Flex proposals)**
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