**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/Justin  Erlinda/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/Justin  All | 10  25  15  20  5 |  |
| **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)** |  |  |  |