**PDAC Minutes for**   
**APRIL 25, 2024**

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

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

**Meeting:** 2:00PM – 3:00PM

#### **MEMBERS Attended: Classified -** Courtney Diputado, Justin Nogarr, Jim Kolthoff / **Faculty -** Erlinda Jones, LD Green, Star Steers **Managers -** Rosa Armendariz, Jeffrey Benford, A’kilah Moore / no **Students**

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| **Topic/Activity** | **Lead** | **Time** | **Information, Discussion, Action, Follow-up** |
| 1. Welcome 2. Public Announcements: presence of Congressman Garamendi and staff touring the campus. | Erlinda/Justin |  | Information |
| **Consent Agenda** |  |  |  |
| 1. Review and Approval of Agenda    1. Star moves to approve    2. Courtney seconds, all in favor 2. Review and Approval of Minutes 3/28/2024    1. Erlinda moves to approve    2. Star seconds, all in favor | Erlinda/Justin  Erlinda/Justin |  | Action |
| **Business** | | | |
| 1. Opening Day follow up - Questions to consider:   Considering a previous conversation with Dr. Ralston, reviewed feedback received from survey, highlighting potential for students who do not all work on campus and finding a more diverse panel for future meetings. PDAC may play a role in the upcoming opening day by suggesting feedback and ideas. The committee discussed the need for better representation of classified professionals, more recognition for part-time faculty and staff, and more connections to campus initiatives. The team proposed that a college-wide initiative (of the chosen theme) could maintain momentum throughout the year, with the Caring Campus expansion as a potential topic.   1. PIP Updates:   LD and committee talked about the necessity of distributing funds to cohorts affected by the pandemic, the preparation of a conference funding form, and the upcoming PIP application deadline. LD also mentioned the progress on the PIP webpage and the need for Jill's bio and picture. Justin informed that the website sandbox was ready and suggested it could be published if it was complete enough. Lastly, they discussed the status of grant funding for cohorts one through four, the impact of the COVID-19 pandemic on the usage of funds, and the need to review and clean up the list of eligible individuals for the grant program.   1. Upcoming Conference Funding Recommendations (review proposals): The team discussed the options for faculty to apply for professional development opportunities. They reviewed upcoming conference funding requests, including one from Catt Woods for the American Library Association Annual Conference and another for Ed Haven for a Philosophy Conference in Greece. The team expressed concerns about the lack of clear connections between the conferences and the potential impact on teaching practices, suggesting that more detail was needed from Ed Haven. The team also noted that they had limited funds available for these requests. Catt would be reminded of CEEP funding to cover part of the cost – up to 1,500 could be supported. The California Community Colleges Classified Senate requested $2,000 for travel to attend a leadership institute, with the hope that some of the district's $45,000 for professional development could cover part of the costs. The team suggested that the group could approve the request in concept, pending confirmation of district funding. Van Phan’s two Mini-grants on Neurodivergent and Adult Ed teaching workshops needed more explanation before funding could be further discussed. Additionally, a call was made for participants for the Great Teacher Seminar during the summer, which could cost up to $2,000 per person. The team proposed strategically approving other requests in order to have enough funds for a potential call for the seminar. 2. Book Club Recommendations:   Conversation continued about continuing the book club into the fall, with the possibility of having two books - one fiction and one related to their work with students.   1. Update of Conferences and Summits:   This item needed to be tabled for future meetings.   1. Review proposed 2024-25 meeting schedule including flex week meeting and PDAC Conference and PD Funding Schedule/Guidelines:   Justin presented a schedule for the upcoming academic year, including additional meetings to catch potential business items earlier in the semester. There was also a suggestion about lengthening the meeting times for PDAC to 1.5 hrs. and LPG to one hour. Justin provided the team a handout to review and provide feedback on which details funding options for conferences by April 30th. | Erlinda/Justin  All |  | Erlinda motions in favor ($1,000 PIP funding), Star seconds, Jeffrey abstains, and all others in favor of having Ed provide more information before confirming funding.  The committee would like to recommend other funding such as CEEP for Cat, before confirming to cover part of cost (up to 1,500).  Erlinda motions in favor, Jim seconds, Jeffrey abstains, and all others in favor of covering half of Bethann’s travel request, with possibility of DWPD funding covering other half.  The committee would like to recommend having Van provide more information before confirming funding. The Leveraging Tools for Adult Learning and Neurodivergent Flex Week workshop requests are connected with this funding will be reviewed by LPG. |
| **Updates** | | | |
| 1. Closing Comments - none |  |  | Information |
| **Future Meeting/Retreat Date: August 22, 2024 (1 – 4pm)** |  |  |  |