



CLASSIFIED PROFESSIONAL DEVELOPMENT COMMITTEE MEETING
May 6, 2019, 1:00 p.m.
Ventura College East Campus

In Attendance: Laura Barroso, Celestina Chavez, Gilbert Downs, Felicia Torres
Via Skype: Joe Esquivel, Eric Lopez, Amparo Medina, Matthew Moore, Sharon Oxford
Did Not Attend: Tracie Bosket, Linda Fa'asua, Tina Quigley, Elizabeth Thompson, Maria Urenda
Date Approved: June 3, 2019

Agenda Item	Notes	Action/Completion Timeline	Responsibility
1. Open Meeting	The meeting began at 1:15 p.m.	N/A	N/A
2. Meeting Minutes	Joe Esquivel moved to approve. Felicia Torres seconded. The minutes of February 4, 2019, were approved without objection. A copy of the final meeting minutes of January 14, 2019, was included in the agenda package.	Post to webpage.	J. Holst
3. July Training & Tours at Oxnard College	<p>The committee chose the date of July 24, 2019, and decided on a half-day event.</p> <p>Effectiveness and Efficiency</p> <ul style="list-style-type: none"> • 8:15-8:30 a.m. - Arrive at Haas Automation for tour • 10:30 a.m. - End tour, travel to Oxnard College Conference Center • 10:45 a.m. Break • 11:00 a.m. Presentation with Alexandria Wright • 12:00 p.m. Lunch Outside <p>Consider annual theme of <i>Professional Development Through Community Interaction</i>.</p> <p>For next time, consider Colors at the Government Center. Another topic discussed was connecting with members of other school boards.</p> <p>Consider Tim Fontenette, Oxnard College Business Management Instructor, as presenter.</p>	<p>Laura Barroso to discuss Haas Automation tour with Patti Blair, and discuss presentation by Alexandria Wright.</p> <p>Discuss possible presentation with Tim Fontenette</p>	<p>Laura Barroso</p> <p>Amparo Medina</p>



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4. Lynda.com Campaign	Discussion on this item was tabled to the next meeting.	Discuss next time. Try to log in to Vision Resource Center.	Committee members.
5. 2019 Classified Employee of the Year	No information yet. The California Community Colleges Board of Trustees meeting agenda will be available mid-May and should include the winners' names.	N/A	N/A
6. 4C/SD Conference - March 2020	Gather more information on a District membership or college memberships. Consider ideas for giving a presentation at March 2020 conference.	Next time. Consider ideas for 2020 conference presentations.	Jennifer Holst Committee Members
7. Committee Budget	The committee reviewed the budget status. Gilbert Downs to research sweatshirts and phone stands. Committee members to consider other items for the next Training & Tours.	Research sweatshirts and phone stands. Consider other items for Training & Tours.	Gilbert Downs Committee Members
8. Next Meeting: 1:00 p.m. on June 3, 2019, at the District Administrative Center.	Meeting ended at 2:46 p.m., followed by a tour of the Ventura College East Campus center.	N/A	N/A

[Notes by Jennifer Holst]