LAS POSITAS COLLEGE
STAFF DEVELOPMENT COMMITTEE
APRIL 12, 2010
2:30 P.M., ROOM 1603

MINUTES

Present: Greg Johns, John Ruys, Catherine Suárez, Angella VenJohn

Excused/Absent: Rita Carson, David Everett, Ann Jones, Dyan Miller, Jeff Sperry, Paul Torres

1. **Call to Order**
   2:43 p.m.

2. **Agenda**
   Agenda approved as written.

3. **Approval of Minutes**
   (Johns/VenJohn) to approve the March 8, 2010 minutes as written; Motion carried unanimously.

4. **Reports**
   Faculty: Basic Skills workshop 8/9-14, 2010. Inquiry network presentation.
   On campus assessment i.e. Chabot model presentation by Elena Cole at the end of April.
   Fall flex day is being discussed, probably Assessment of Student Learning. Information Competency committee meetings are being held in preparation for Recommendation 4 for the follow up report to the ACCJC audit which will be October 15, 2010.
   Classified: Report on Classfied Flex Day April 2, 2010. Material was well received and it was an informative day. Yard sale 4/16/10 to benefit Classified Senate, 11:30 a.m - 1:30 p.m. in the Quad.
   Administration: No report
   Chair: Paul Butler, NewLeaf presentations, workshops are being considered. Discounts are available for 2 or more sessions; prices are inexpensive as compared to other vendors. John Ruys will find out more when he attends the 4C/SD annual conference in Pomona. Campus Change Network is interesting in funding NCORE at the end of May. CCN will send out call for applications.

5. **Feedback on March Flex Day:**
   Agenda has moved to Institutional Effectiveness who will be looking for feedback data.

6. **Ideas for Fall 2010 Flex Day**
   Focus on Teaching and Learning, Leadership and Assessment. Also focus on diversity training.

7. **Feedback on Event Proposal and Assessment Forms (draft)**
   Need to be user friendly with instructions. Should be an editable .pdf for narrative. Need an added line at the top with description at the top. Need to have a place for funding source. There should be area for Building Blocks, such as follow up workshops. Staff Development needs to be in the Assessment cycle; was noted in the audit as missing.

8. **Voting Conference Proposals**

All conference proposals were approved:
Jeanne Virgilio #32-10
John Ruys #33-10
Frances Hui #34-10
Lisa Everett #35-10
Craig Kutil #36-10

Catherine Eagan #37-10 is now posted for voting. It has been clarified through Dr. Laurel Jones, VP Academic Services, that a conference attended during a sabbatical can be approved.

9. **Good of the Order**

Let everyone know about the Pow Wow this weekend.
Staff Development conferences: negative comments have been made about dividing the funding into two semesters without enough warning. It was discussed that this has been the past process. Discussion also followed about limiting the number of people in one department as attendees to the same conference. More should be investigated in regard to grant funding and not be dependent only on SD funding. At the May budget meeting funding will be discussed for online classes for Classified as it is more logistically feasible. Additional funds have been requested from the Foundation for a wellness program.

10. **Adjournment** – The meeting adjourned at 3:35 P.M.

Recorded by Chris Armson