



**PROFESSIONAL DEVELOPMENT/
FLEX CAL COMMITTEE**

Minutes

March 2, 2017

Room 902

3:30 pm - 5:00 pm

1. Call to order	LaNae Jaimez called the meeting to order at 3:32 pm on 3/2/17.								
2. Roll Call	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">LaNae Jaimez, Co-Chair</td> <td style="width: 50%;">Dwayne Hunt, Co-Chair (absent)</td> </tr> <tr> <td>Salvatore Abbate, CSEA</td> <td>Ingeborg Bourdon, faculty</td> </tr> <tr> <td>Candace Roe, faculty</td> <td>Michelle Smith, faculty</td> </tr> <tr> <td>Adjunct faculty - open</td> <td></td> </tr> </table>	LaNae Jaimez, Co-Chair	Dwayne Hunt, Co-Chair (absent)	Salvatore Abbate, CSEA	Ingeborg Bourdon, faculty	Candace Roe, faculty	Michelle Smith, faculty	Adjunct faculty - open	
LaNae Jaimez, Co-Chair	Dwayne Hunt, Co-Chair (absent)								
Salvatore Abbate, CSEA	Ingeborg Bourdon, faculty								
Candace Roe, faculty	Michelle Smith, faculty								
Adjunct faculty - open									
3. Agenda approval	Michelle Smith moved to approve the March 2, 2017 agenda, Sal seconded the motion. The motion was unanimously approved.								
4. Approval of Minutes	Inga Bourdon moved to approve the February 16, 2017 minutes, Michelle Smith seconded the motion. The motion was unanimously approved.								
5. Comments from the Public	3 Minute Per Person.								
6. Professional Development	<p>Faculty funding requests (30 minutes max)</p> <p>6.1 Genele Rhoads - approved.</p> <p>6.2 Nicholas Cittadino - approved.</p> <p>6.3 Chris McBride - approved.</p>								
7. Action Items, Including Items Removed From Consent	<p><i>7.1 Survey</i></p> <p>Michelle Smith moved to approve the PDFC Survey and Inga Bourdon seconded the motion. The Survey designed by M. Smith and I. Bourdon was reviewed and discussed. The motion passed unanimously. The survey will be sent to the department of Research and Planning in preparation for being sent out to the campus community.</p> <p><i>7.2 Comment section to Flex evaluation forms</i></p> <p>Sal Abbate reminded the committee that it had decided that comments would be solicited on-line rather than on the hard copy of the evaluation form. The committee decided that it would prefer the comment box on the hard copy form. The change was agreed upon by the committee.</p>								

7.3 Procedure/review of procedure for Flex days

Michelle Smith moved to approve the procedure for the creation of Flex day activities, Candae Roe seconded the motion, there was no discussion, motion passed unanimously.

7.4 Great Teachers Seminar

Michelle Smith moved to approve that the PDFC committee sponsor faculty to attend the Great Teachers Seminars in Portland and Santa Barbara, Sal Abbate seconded the motion, there was no discussion, motion was approved unanimously.

7.5 Greater Good Science Center Web-based seminar

Michelle Smith moved to approve that the PDFC committee sponsor a group viewing of the *Greater Good Science Center Web-based seminar*, Inga Bourdon seconded the motion, there was no discussion, motion was approved unanimously.

8. Information/Discussion Items

8.1 March Flex

8.1.1 Draft of schedule

A near final draft of the March Flex schedule was reviewed. Sal Abbate suggested a change in the time of two seminars in order to allow more people to attend both of them. The committee supported this suggestion and the times were changed. No other changes were suggested or made.

8.2 Resolution

Michelle Smith made a motion that due to time constraints that items 8. 2 – 8.5 be deferred to the next meeting (3/16/17), Inga Bourdon seconded the motion, no discussion, motion was approved unanimously.

8.3 Forms

8.3.1 Review of PD funds request form

8.4 Flex Plan 2017 – 18

8.4.1 Speakers

8.4.2 Next steps

8.4.3 Teach in

9. Announcements

8.5 Safe Places Training

10. Adjournment

Meeting was adjourned at 4:59pm 3/2/17.

