



**PROFESSIONAL DEVELOPMENT/  
FLEX CAL COMMITTEE**

**Minutes**

**May 4, 2017**

**Room 902**

**3:30 pm - 5:00 pm**

<b>1. Call to order</b>	Meeting was called to order by LaNae Jaimez at 3:35pm
<b>2. Roll Call</b>	LaNae Jaimez, Co-Chair                      Dwayne Hunt, Co-Chair Salvatore Abbate, CSEA                      Ingeborg Bourdon, faculty Candace Roe, faculty (absent)      Michelle Smith, faculty
<b>3. Agenda approval</b>	Michelle Smith motioned to approve the May 4, 2017 agenda, Sal Abbate seconded the motion, agenda was approved.
<b>4. Approval of Minutes</b>	Inga Bourdon motioned to approve the April 27, 2017 minutes, Michelle Smith seconded the motion, minutes were approved.
<b>5. Comments from the Public</b>	3 Minute Per Person.
<b>6. Professional Development</b>	<b>Faculty funding requests</b> (30 minutes max) 6.1 Cheryl McDonald’s request was approved pending additional information and clarification of travel costs 6.2 other
<b>7. Action Items, Including Items Removed From Consent</b>	7. 1 There were no action items on the agenda
<b>8. Information/Discussion Items</b>	8.1 <i>Fall Flex</i> 8.1.1 <i>schedule for required day (LaNae)</i> 8.1.2 <i>schedule for required optional days</i> – A preliminary schedule for the required and optional days was presented and reviewed. The committee is waiting on details regarding CurricUNET META training and will select an outside presenter for the Creating Welcoming Spaces at SCC. The committee discussed working with the Union to develop a “Special Event” for fall and spring in the 2017-18 AY.

*8.1.3 next steps* – committee will decide on outside speaker at next meeting

*8.2 Budget update (LaNae)* – A detailed overview will be provided at the 5/18/meeting

*8.3 Great Teachers- update (LaNae)*- One faculty member has expressed interest and was encouraged to submit request for funds to attend the GT Seminar.

*8.4 Burn Out workshop- review(Michelle)*- Everyone who signed up for the event attended some part of the session. Feedback was positive especially in regards to the morning session. The food was good and plentiful.

**9. Announcements**

Committee decided to hold a special meeting on May 18, 2017 to complete final round of reviews for PD funds.

**10. Adjournment**

Michelle Smith motioned to adjourn the meeting, Inga Bourdon seconded the motion, meeting was adjourned at 4:55 PM. *Next meeting is planned for August 17, 2017, unless the committee decides in the 5/18/17 meeting to change meeting days.*