



**PROFESSIONAL DEVELOPMENT/
FLEX CAL COMMITTEE
Minutes**

October 19, 2017

Room 902

2:30 pm - 4:00

1. Call to order	Meeting was called to order at 2:45 PM.								
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</td> </tr> <tr> <td>Salvatore Abbate, CSEA</td> <td>Ingeborg Bourdon, faculty</td> </tr> <tr> <td>Michelle Smith, faculty</td> <td>faculty rep - open</td> </tr> <tr> <td>Adjunct rep - open</td> <td></td> </tr> </table>	LaNae Jaimez, Co-Chair	Dwayne Hunt, Co-Chair	Salvatore Abbate, CSEA	Ingeborg Bourdon, faculty	Michelle Smith, faculty	faculty rep - open	Adjunct rep - open	
LaNae Jaimez, Co-Chair	Dwayne Hunt, Co-Chair								
Salvatore Abbate, CSEA	Ingeborg Bourdon, faculty								
Michelle Smith, faculty	faculty rep - open								
Adjunct rep - open									
3. Agenda approval	Michelle Smith moved to approve the October 19, 2017 agenda, Inga Bourdon seconded, motion approved.								
4. Approval of Minutes	Inga Bourdon moved to approve the October 5, 2017 minutes, Michelle Smith seconded, motion approved.								
5. Public Comments	3 Minute Per Person.								
6. Professional Development	<p>Funding requests (30 minutes max)</p> <p>Faculty</p> <p>6.1 Nazia Mostafa- approved</p> <p>6.2 Other</p> <p>6.2.1 Scott Parish – deferred packet not received</p> <p>6.2.2 Sabine Bolz (deferred funding request) – approved</p> <p>Staff</p>								
7. Action Items	<p>7.1 Michelle Smith moved to approve the modified rubric, Inga Bourdon seconded the motion, motion approved. The new rubric will be presented to the Senate.</p> <p>7.2 Inga Bourdon moved to approve tracking of Staff PD funds budget with a beginning balance of \$10,000, Michelle Smith second the motion, motion was approved.</p> <p>7.3 Michelle Smith to approval the ASCCC Equity and Diversity Regional Conference as optional flex, Inga Bourdon seconded the motion, motion was approved. The conference will be added to the faculty participation document.</p>								

8. Information/Discussion Items

8.1 10/10/17 Flex report (LaNae) – Despite the smoke from local fires there was a good turn-out for the 10/10 optional flex day. Forty people attended the Basic skills event, 12 attended Meta workshops and the rest of the sessions had between 3 – 8 participants. Two events were postponed due to the fires. Evaluations will be submitted and report will follow before the end of the semester.

8.2 Staff PD funds (process update- Sal)-*deferred to 11/9*

8.3 OnCourse- *deferred to 11/9*

8.4 Spring 2018 Flex time-line – The committee determined that the request for participation in optional flex form would be sent out next week. Amie Gordon has been invited to speak at our spring convocation on Friday, January 12th. We will wait to hear back about her availability.

8.5 Surveys- This report was deferred because evaluation data was not yet available.

8.6 Nutshell talks- We have the upcoming talk on bats (10/31) and plan to have 1 additional Nutshell talk before the end of the semester.

9. Announcements

4CSD Annual Conference, March 14, 15 -16, 2017

10. Adjournment

All meetings will be held in 902 from 2:30 – 4 unless otherwise noted.

November 9, 2017

November 30, 2017

December 7, 2017