

Staff Development NEWS

March 15, 2006, issue #9

Coordinators: Carol Baumann x 6767--Kip Waldo x6980

Spring Summary 2006

Where Does The Money Go?

So far during this academic year classified, faculty and administrative colleagues attended **more than 80** workshops and conferences. In addition, several special events and ongoing workshops on campus were co-sponsored with varying amounts of support, usually in the form of help with organizing, publicity and photocopying.

By the end of June, all of the \$20,000 allotted by the President from 2005-06 College funds for Staff Development will have been spent.

Conferences attended focused on a wide range of topics, from teaching strategies, technical training and dance methods to annual professional meetings in every discipline represented in our curriculum.

On-campus events co-sponsored with student and community groups drew record-setting crowds:

The San Francisco Mime Troupe – the Wednesday evening performance drew a record-setting crowd for a mid-week event! And students got the chance to help set up and break down the set and eat dinner with the cast!

Faces of Cuba – a 2-day event with many workshops, demonstrations, food, speakers, music and plenty of community participation. Exhibits of art and photography were hosted around campus.

Timothy Ferris lecture – renowned UC Berkeley physicist sets a packed Little Theater aflame with mind-bending ideas and our own instructors Scott Hildreth, Tim Dave and Ming Lun Ho wow another crowd, a week later, in the Planetarium with follow-up discussion.

The Chabot Book Group

March 21 (Tues) Noon – 1pm Library 107A/B) Join the Chabot Book Group as we continue reading and discussing books (mostly fiction) which give us insight into the many cultures represented in our community. The Book Group has been meeting regularly since September 2004! We have regular members, folks who come occasionally and folks who read along with us but don't come to meetings. Join us any way that works for you! So far we have read:

Abu-Jaber, Diana. Crescent

Ali, Monica. Brick Lane

Eire, Carlos M.N. Waiting for Snow in Havana: confessions of a Cuban boy

Jen, Gish. Mona in the Promised Land

Lahiri, Jhumpa. The Namesake

Na, An. A Step from Heaven

Namu, Yang Erche & Mathieu, Christine Leaving Mother Lake: a girlhood on the edge of the world

Packer, Z.Z. Drinking Coffee Elsewhere

Pham, Andrew X. Catfish and Mandala : a two-wheeled voyage through the landscape and memory of Vietnam

Vea, Alfredo. La Maravilla

Alfredo Vea came to Chabot and spoke to an enraptured standing-room only crowd of students, faculty and staff in spring 2005. We have hopes of bringing another of our authors on campus in the future.

Contact Michelle Sherry or Carol Baumann with questions or suggestions for future books.

The New Faculty Learning Community meets on the 1st and 3rd Thursdays of each month, 2:00 – 4:00 pm in the Library (Room 107A/B)

MARK YOUR CALENDARS – Afghanistan Today: A Perspective on the Current Situation
Thursday, March 23, College Hour (Noon) to 1pm in Rooms 107 A&B (Chabot Library)

Presented by the Social Science Forum -- Co-sponsored by Staff Development

Join us for a discussion with **Ms. Zakia Arsala** who has recently returned from Afghanistan. Ms. Arsala was a candidate in the recent elections for the Afghan Parliament from the province of Nangrahar.

Everyone is welcome at Staff Development events!

Staff Development Committee Members

Coordinators:

Carol Baumann x6767
Kip Waldox6980

Chairperson:

Rosie Mogle

Members:

Arlene Deleon	Naoma Mize
Miyo Harvey	Roberta Pratt
Gloria Meads	Greg Rees
Angie Magallon	Ginger Ripplinger
Marge Maloney	Nicole Scoles
Kari McAllister	Michelle Sherry
	Judy Young

Office support:

Chang Zhao Feng



Proposal Due Dates Spring 2006

TURN IN BY:

March 30 April 17 April 27 May 4 May 18
Turn in Spring requests as soon as you have the
information! Don't wait!

Staff Development Committee meets this spring:
April 6 May 11



HOW TO APPLY FOR FUNDING

Please apply well in advance of your
conference or workshop – follow all steps:

1. Fill out a **Proposal Form** (LOCATED IN BUILDING 200)
2. Fill out a **Conference Request** form
(and an Out-Of-State Form if applicable)
3. Attach a **COPY** of your registration form (and any pertinent
information)
4. **HAVE YOUR SUPERVISOR SIGN ALL FORMS** and
return to **Box 16** before the deadline date.
5. Within a couple of days following the committee's
consideration, the Staff Development Coordinator will
notify you of the status of your proposal.
6. **Within 30 days** of your conference, workshop, or event,
submit a Conference Expense Claim form to the Staff
Development Office, **Box 16**, in order to receive your
reimbursement.



SD Forms are available in
Bldg. 200 or outside
Rm. 773



ADVANCE PAYMENT FOR REGISTRATION

Advance payments require processing at the District;
therefore, more time is needed to complete the approval
process. The Business Office needs **3 WEEKS after
committee approval** in order to process the paperwork in a
timely manner.

*(Note: if Out-of-State, add an additional 2 weeks for a
total of 5 weeks).*

Here are the steps to follow:

1. Complete a Conference Proposal Form and a
Conference Request Form, including all required
signatures and attachments (as usual).
2. **ALSO** – attach a Disbursement Request Form
(available on Business Office website) with your
packet. The language should read: "Request advance
check for (registration fees, hotel, etc.)". Be sure to have
your supervisor's signature on this form.
3. Submit the entire packet to the Staff Development
Office before the corresponding meeting that takes
place **AT LEAST 3 WEEKS BEFORE THE
ADVANCE IS NEEDED.**
4. Once approved by the Staff Development Committee,
your packet will be sent on to the Business Office for
the usual processing procedure.

*Please note: Last minute requests will not be accepted
by the Business Services Office.*



Do you have ideas for on-campus Staff Development activities?

We are always seeking input for activities that we
can implement now, incorporate into Flex Day
activities or implement in the future.

We can provide assistance in publicizing and
organizing on-campus activities. Is there a forum
you think we should organize that addresses
issues that staff, faculty or administrators are
confronting that we need to explore and discuss?

Let us hear from you – Send your
suggestions to Box 16 Or email one of the
coordinators:

cbaumann@chabotcollege.edu
kwaldo@chabotcollege.edu

Or speak with any member of the committee.
Thank you.

Return of the Swallows Fest!
April 4 12-1pm
See You There!