



Staff Development "Developments"

September 22, 2009

Giving everyone a chance to grow

(this document is both a newsletter and summary minutes)

Members present: Carmen Johnston, Barbara Worthington, George Railey, Angie Magallon, Gloria Meads, Rosie Mogle, Catherine Powell (Flex Day co-coordinator), Jennifer Lange (Center for Teaching and Learning)

I. Flex Day Updates:

- Carmen and Catherine provided updates on confirmed and proposed workshops. Catherine provided a grid to track workshops.
- Catherine confirmed that Reuben and Frank will present in separate one hour sessions with the emergency training session presenting twice. Mark Schaeffer will schedule Breema sessions throughout the day. MCAA will offer 1 ½ hour sessions.
- Jennifer Lange attended the meeting to clarify times and content of workshops. Her group will present sessions on SLO Rubric Writing, Assessment, Global Awareness FIG, Elumen training. Jennifer will forward the appropriate workshop proposal forms to Carmen.
- Carmen will contact Melinda Matsuda regarding possible workshops for Admissions and Records.
- SLO's, BSI, and Title III presenters will need 30 minutes in the morning.
- Classified Senate will present from 2:05 – 3:00 p.m.
- Cindy Hicks and Angie requested time for Reading Apprenticeship FIG, Learning Assistant Instruction, Center for Teaching and Learning Advisory Board meeting.
- We will consider possible yoga session.
- Carmen will send follow-up email to check the status of missing workshop proposal forms. Final deadline for all proposals: September 24th

- Jim Matthews will present accreditation workshops during college hour per: George Railey

II. Status of program design and development:

- Programs will be posted online only per: President Barbarena. Deadline for posting program: September 30th.
- Colin Pedgman will design the program using a fall background with emphasis on words of theme: Preparation, Power, and Prevention

III. Tentative Program Schedule:

8 – 9 a.m. Breakfast in cafeteria (set up for 300): Karen Silva
9 – 9:45 Welcome Awards, SLO/BSI (30 min.)
10 – 12 First Session
12 – 1 No host lunch in cafeteria (Rosie and Catherine)
1 – 3 Second Session

IV. Logistics Update:

Catherine and Rosie will reserve rooms with technology (preferably Buildings 800 and 900)
The following rooms are also available: The Little Theater (capacity 200), the Choral Room (capacity 100) and Room 804 (capacity 105)

V. Evaluation/Sign-in Sheets

Arlene will revise the evaluation sheets. Catherine will request sign-in sheet for adjuncts. Workshop presenters will provide sign-in sheets for full-time faculty.

VI. Staff Development Representative for POD conference

Jennifer Lange extended an invitation to the Staff Development Committee to attend the Professional and Organizational Development (POD) conference in Dallas, TX the last week of October. Rosie Mogle offered to represent Staff Development.

Meeting adjourned at 12:50 p.m.

Recorder: Barbara Worthington

Core members: Lisa Carlsen, Arlene DeLeon, Dawn Girardelli, Ben Hollander, Carmen Johnston (Co-Chair), Angie Magallon, Gloria Meads, Rosie Mogle, TJ Puckett, George Railey, Nicole Scoles, Stephen Woodhams, Barbara Worthington (Co-Chair), and Rachel LePell