

Los Angeles Harbor College

Staff Development Committee

Minutes

Wednesday, March 12, 2008

4:00 PM

Music Conference Room

Attendees: Mark Wood (presiding), Carmen Carrillo (Chair Flex Committee), Janice Sandell, Mercy Yanez, Fredrick Ho, Amaryllis Hall

4:00 The meeting was called to order

4:05 The agenda was approved without correction

4:10 Minutes of 10/20/07 was postponed due to their non-inclusion in the meeting packet.

4:15 Mr. Wood reviewed the 2007-2008 budget. He reminded the committee that the \$30,000+ dollars in the account was distributed over three years. Mr. Wood informed the committee that this year we had approximately \$1,400 remaining in the account with commitments to fund division SLO workshops and nearly \$4,000 in conference attendance requests. The committee discussed reviewing the conference attendance forms and determining how much of next years allotment to allocate. The committee also discussed the non-funding of major (expensive) conference attendance until future funding is known.

4:25 The committee reviewed 4 conference attendance requests:

Jose Moreno National Technology, Long Beach, \$1599 requested, reg. fee only Approved

Angelica Vega, Latina Leadership Network, San Jose, \$619 requested, \$600 Approved

Terrence Lew, Implementing Microsoft Office, Temecula, \$645 requested, \$300 Approved.

My Nguyen, Deploying Windows Vista, Menifee, \$651 requested, \$300

Approved

4:40 The committee discussed activities for Summer staff development activities. Mr. Wood reviewed the cancelled winter programs and stated that he would contact the proposed presenters and ask if they are interested in presenting in the summer.

Mr. Wood, furthermore stated that he would develop a summer registration form to be distributed shortly after spring break.

The committee set the dates for Staff Development Summer Activities for Summer; June 3, 4 & 5

4:50 Adjournment