

Los Angeles Harbor College

Staff Development Committee

Minutes

Tuesday, May 27, 2008

2:00 PM

Music Conference Room

Attendees: Mark Wood (presiding), Carmen Carrillo (Flex Coordinator), David Humphreys, Janice Sandell, Fredrick Ho.

2:30 **Call to order:**

2:30 **Approval of Agenda:** without changes (Sandell, Carrillo) MSP

2:35 **Approval of Minutes 10/20/07 & 3/12/08** (Sandell, Carrillo) MSP

2:40 **Budget Review and Assessment:**

Mr. Wood distributed the budget distribution report to the committee. He commented that the budget will contain about \$18,000 after end of the year activities. Mr. Wood also asked the committee to think of how we should allocate funds in the future since the likelihood of budget replenishment is unlikely in the near future.

2:55 **Summer Staff Development Schedule and Activities:**

Mr. Wood distributed his spreadsheet for summer activities and affirmed the dates, August 26, 27 & 28, with Aug, 27th being the mandatory flex day. Mandatory Flex Day will be dedicated to part 2 of the "World Café".

Mr. Wood and Dr. Humphreys updated the committee on activities for the "Reading Across the Curriculum" forum on June 3 & 4. The committee edited the flier to be distributed May 28th.

3:05 Adjournment