

Los Angeles Harbor College

Staff Development Committee

Agenda

Thursday, March 11, 2009

3:30 PM

NEA 295

3:30 Call to order: 3:40 PM. Mr. Wood (presiding), Ms Carrillo, Ms. Sandell, Mr. Ho, Ms. Hall, Ms. Saunders

3:35 Approval of Agenda: The agenda was approved by consensus, with the addition of “summer” activities added to “Spring Staff Development Schedule and Activities.

3:40 Approval of Minutes: 10/20/07 MSP (Sandell, Carrillo)

3/12/08 MSP (Sandell, Ho)

3:45 Budget Review and Assessment: Mr. Wood distributed and reviewed the updated 2008-09 budget. He explained that there was \$11,255.58 remaining in budget.

4:00 Spring and Summer Staff Development Schedule and Activities: The committee reviewed proposed flex activities and discussed when to offer these activities. It was decided to offer a few more classroom technology training sessions in the spring, as well as training in Office 2007. Mr. Wood will work on the logistics and inform the staff as future developments occur.

4:15 Conference attendance forms: No outstanding Conference attendance requests submitted.

4:30 Adjournment

Next scheduled meeting: April 22, 2009, 3:30 PM, NEAH 295