

**STAFF DEVELOPMENT COMMITTEE
MEETING MINUTES
May 21, 2009**

Attendees: Francine Van Meter (chair), Dan Martinez, John Govsky, Johanna Bowen, Sesario Escoto, Mark Hopkins

Absent but voted by email on budget items: Renée Kilmer, Sue Slater, Loree McCawley

1. Staff Development Funds

The following budget items were approved by the Committee:

- The \$5,400 allocated for All College Day will go to funding:
 - Wilma Chandler as Director of special All College Day presentation, \$1,200, not to exceed \$2,000.
 - Morning continental breakfast reception, \$800-\$1,000 (Brian's hospitality account cannot fund this in fall.)
 - Costs associated with developing slide presentations for each decade's presenters, not to exceed \$1,400
 - Theater staff, \$500-\$1,000
- \$1,000 allocated for the Classified Picnic
- \$800 for Jennifer Cass to attend the Curriculum Institute this summer in L.A.
- \$450 for Winnie Baer to attend the Curriculum Institute
- \$1,200 for Carmen Plaza de Jennings, the attorney that will be doing the sexual harassment training during Fall Flex Week.

2. Contract Development Workshop

The committee agreed the CCFT contract development workshop, scheduled for Thursday of flex week, can be offered for flex credit. It was mentioned the content of the workshop would most likely cover the state of Cabrillo's budget, working conditions, and other professional development related topics such as the master plan.

3. All College Day

The committee approved the budget for the All College Day 50th Anniversary presentation. Wilma Chandler will be Director for the event. This includes coordinating the presenters for each decade, performers in dance and music, digital presentations, and rehearsals.