Staff Development Committee
Agenda
Thursday – February 21, 2008
LC 135, 3:30pm – 4:30pm

1 – Welcome & Introductions

2 – Approval of January 17, 2008 Minutes

3 – Customer Service Training – C.A.R.E.S. - (Communication, Attitude, Respect, Excellence & Success for Students)

4 – Reinstate Staff Development Department/Group Service Award

5 – Past & Upcoming Events
   • January 24, 2008, STAR Meeting – Pendeflex Workshop, BD Rm, 9-10:30am
   • January 24, 2008, General Faculty Meeting, 11am-12:30pm, LC 155
     “Pod Casting” presented by Kimberley Duff
   • January 31, 2008, General Faculty Meeting, 11am-12:30pm, LC 155, “Accreditation” presented by William Farmer
   • February 2008, C.A.R.E.S Training, 2-3:30pm, LC-155
   • February 5, 2008, 2nd Year Faculty Meeting, 11am-12:30pm, LC155, “Conflict Resolution”
     Presented by Fran DeFrance
   • February 7, 2008, 1st Year Faculty Meeting, 11am-12:30pm, LC135, “Basic Emergency Procedures” Presented by Richard Bukowiecki
   • February 28, 2008, STAR Meeting, BD Rm, 9-10:30am
   • February 28, 2008, What is Podcasting – presented by Dr. Kimberley Duff, 11am-12:30pm, LC 155
   • March 4, 2008, 2nd Year Faculty Meeting, 11am-12:30pm, LC155,
   • March 6, 2008, 1st Year Faculty Meeting, 11am-12:30pm, LC135,
   • March 14, 2008, Managers Retreat, Clarke Estate – Santa Fe Springs
   • March 20, 2008, Field Trip, Museum of Tolerance
   • March 27, 2008, STAR Meeting, BD Rm, 9-10:30am
   • March 27, 2008, General Faculty Meeting, 11am-12:30pm, LC 155
   • April 13-16, 2008, TechEd, Ontario Convention Center
   • April 17, 2008 – Outstanding Faculty Awards, 11am, Student Center
   • May 15, 2008 – Outstanding Classified/Confidential Awards, 11am, Student Center

6– Future or Ideas / New Events
   • First Aid & CPR Training – TBA
   • Field Trip Norton Simon Museum

7 - Next Meeting – March 20, 2008, 3:30pm – LC 135