Staff Development Committee
Agenda
Thursday – January 17, 2008
LC 135, 3:30pm – 4:30pm

1 – Welcome & Introductions

2 – Approval of November 15, 2007 Minutes

3 – Outstanding Classified Employee Selection Sub-Committee

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

5 – Flex Week January 2,3,4, 2008
   - Innovation Center Training – Talon Net Training, Beginning & Advances
   - Keenan Financial Retirement Planning – Wednesday & Friday
   - CCC Confer Workshop - Wednesday
   - Getty Museum – Los Angeles - Thursday

6– 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 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, General Faculty Meeting, 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 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

7– Future or Ideas / New Events
   - First Aid & CPR Training – TBA
   - Field Trip – Museum of Tolerance

8 - Next Meeting – February 21, 2008, 3:30pm – LC 135