Staff Development Committee  
Meeting Minutes  
Thursday, September 17, 2009  
LC-62, 3:30pm

PRESENT:  Alva Acosta  
Carl Bengston  
Ni Bueno  
Robert Buschauer  
Stephanie Murguia  
Suzie Payne  
Beverly Thompson  
Frank Vega  
Sylvia Vera

ABSENT:  David Fabish  
Carmen Garcia  
Debbie Thomas

1 – Welcome  
At 3:38pm Carl Bengston greeted everyone and began the meeting.

2 – Approval of Minutes  
Suzie Payne moved to approve the minutes of May 21, 2009; the motion was seconded by Beverly Thompson. Minutes were approved unanimously.

3 – Staff Development Membership  
Carl Bengston announced that the Coordinating Committee had approved the Staff Development Committee’s proposal to reduce its membership.  
Mr. Bengston reviewed the revised membership list for the College Committee on Staff Development and went over its content: member’s names, their divisions, extension and the year in which their term expires. He explained that Debbie Thomas’ and his term do not expire and that he’s assuming the Student Representative’s term gets turned over every year. Members are allowed to serve two consecutive terms.

4- Staff Development Sub-Committee: Employee of the Month  
Mr. Bengston announced that the Employee of the Month Committee (EOM) was no longer a sub-committee under Staff Development. The Coordinating Committee voted to establish it as a separate college committee. However, plaques and the award ceremonies will still be funded by Staff Development. He said that because there is currently no more money going into the Staff Development fund, theoretically if the committee continues to spend as in previous years, the money will be gone by the end of this year. Alva Acosta added that in light of this, the consensus in the last EOM meeting was not to provide lunch for the award ceremonies and save half the cost. Mr. Bengston explained that, as manager of the funds, he will take suggestions from the EOM Committee on how to spend them and will go to the Staff Development
Committee for advice. The Coordinating Committee confirmed that operationally both committees are still working the same. In that aspect, nothing has changed. The Faculty Senate is still discussing the changed composition of the committee and may make a counter proposal to the Coordinating Committee. Mr. Bengston told committee members he would keep them updated on any changes.

5- Flexible Calendar & Flex Week: January 4-8, 2010

Carl Bengston opened discussion on Flexible Calendar. He explained that the yearly report of proposed Flex activities is due July 1st. He presented committee members with a copy of the list of potential Flex and Staff Development activities.

Robert Buschauer asked if a campus wide email could be sent out to assess which of these ideas are the most popular among staff and faculty. Mr. Bengston thought that would be a good idea and will pursue the possibility.

Mr. Buschauer mentioned that by the time flex week comes around, faculty members on campus have already turned in their Flex agreements and have made commitments. Because of the early reporting deadline, he feels that not many faculty members will attend Flex Week Activities. Mr. Bengston stated that some faculty might change their agreements and decide to attend, but Mr. Buschauer disagreed.

There was further discussion about the list of possible activities and various additions were suggested. Mr. Bengston asked committee members to please brainstorm more ideas for Flex Week or Staff Development and get them to him by the end of the following week if possible. He will then categorize them and submit them to the Chancellor’s office.

Mr. Buschauer stated that it would be of great benefit to have a list of Flex Week activities well in advance and well before the deadline for faculty members to submit their Flex Agreements. Mr. Bengston agreed and said that the Staff Development Committee will begin working on next year’s Flex Week activities in January or February so that the faculty can be informed of the plans for before the end of the spring semester, which will be well before Flex Agreements for next year are due.

6- Past & Upcoming Events

Carl Bengston discussed previous and future events. Frank Vega asked Mr. Bengston to hold November 6th for a potential Car Repair Workshop. Mr. Vega said will get back to him to confirm. Suzie Payne pointed out that field trips on the list are not free so that the committee should consider other activities in their place. Mr. Vega asked of the possibility of having a Healthy Living Workshop during Flex Week. In response, Ni Bueno offered to speak to Nancy Montgomery about funding a Nutritionist for Flex Week.

5 - Meeting Adjourned – 4:41pm

Prepared by: E.Castelo