1 – Welcome
At 3:37pm Debbie greeted everyone and began the meeting. Debbie introduces John McGinnis to the committee. In return the committee members introduce themselves.

2 – Upcoming Events
The events listed below were discussed at length.

**February**
- February 28, 2008, STAR Meeting, BD Rm., 9-10:30am
- February 28, 2008, General Faculty Meeting, 11am-12:30pm, LC-155

**March**
- March 4, 2008, 2nd Year Faculty Meeting, 11am-12:30pm, LC-155
- March 6, 2008, 1st Year Faculty Meeting, 11am-12:30pm, LC-135
- 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**
- April 13-16, 2008, Tech Ed, Ontario Convention Center
- April 17, 2008 Outstanding Faculty Awards, 11am, Student Center

**May**
- May 15, 2008, Outstanding Classified/Confidential Awards, 11am, Student Center
3 – Future / New Events

The following were new ideas and ideas from the last Staff Development Meeting - each was discussed at length.

- **C.A.R.E.S. Training – Debbie Thomas**
  Debbie begins by talking about the C.A.R.E.S. program and explains that it is being re-evaluated whether to have it again. Debbie mentions that in the upcoming manager’s retreat, the managers will be briefed on the staff and faculty output collected by Denise.

- **Outstanding Staff Development Participation Award – Debbie Thomas**
  Debbie would like to reinstate the Outstanding Staff Development Participation Awards. Debbie informed the committee that the nomination form is still subject to change and welcomes any suggestions. Debbie says once all necessary changes are made and the form is recreated, she will send it out to all staff and faculty. John asks how Debbie would like to announce it. Debbie replies that she had an email and hard copies in mind but says she’s open to other suggestions. John also adds that he thinks the email should list past awardees and the reason behind their nominations. The committee now goes on to discuss possible changes to the nomination form.

- **“What is PODCASTING all about?” – Debbie Thomas**
  Debbie presents the flyer for the Staff Development Podcasting presentation taking place on February 28th. Debbie encourages everyone to attend.

- **Museum of Tolerance – Debbie Thomas**
  Debbie mentions that there were suggestions for more museum trips so we planned a trip to the Museum of Tolerance. Debbie informed them that it’s a three hour museum tour.

- **Tech Ed Conference – Debbie Thomas**
  Debbie announced that the Tech Ed Conference is coming in April. Debbie explained that we are under a Cooperative Partnership Registration Program that covers registration fees for any staff or faculty that decide to attend. Debbie told the members to let her know if they wanted to be registered because managers, board members and some staff and faculty have already been registered. Robert mentions that, even though he realizes the Staff Development department doesn’t have much control over this issue, that a lot of faculty is discouraged from going to Tech Ed because it’s during teaching hours. Debbie says she understands the inconvenience.

- **CPR Training – Bernice Watson**
Bernice asks Debbie if she has plans for a CPR Training workshop. Debbie says that she has not contacted anyone in regards because there’s a fee that the department needs to cover. Debbie says she would like to find resources on campus for events like this to save money.

- **Staff Development Budget – Bernice Watson**
  Bernice asked Debbie how much money was available in the Staff Development budget for events and trips and whether it was still feasible for the committee to continue making those types of request for this semester. Debbie responds by saying that the committee hasn’t been taking those types of requests for a while because Staff Development didn’t have a budget. Debbie announces that there is a math conference coming up that the department is funding and other expenses coming up that haven’t been calculated into the budget as of yet. Debbie said that she would let everyone know the status of the Staff Development budget at the next meeting.

- **Fitness Program – Bernice Watson**
  Bernice notifies the committee that Ni Bueno is planning to do a Fitness Program next fall. Debbie mentions how fun it was last time Ni did that program.

4 – **Next Meeting**- February 21, 2008

5 – **Meeting Adjourned** – 4:05pm