Professional Development Committee
Thursday, March 1, 2012
3:00 pm to 4:30 pm
BEB-204
MEETING MINUTES

Committee Members:

<table>
<thead>
<tr>
<th>Committee Members</th>
<th>T. Albertsen</th>
<th>D. Blanton</th>
<th>S. Burks</th>
<th>S. Calebotta</th>
<th>P. DeVries</th>
<th>D. Dominguez</th>
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<td>H. Ell</td>
<td>A. Fletcher</td>
<td>L. Hope</td>
<td>A. Horton</td>
<td>E. Jacobson</td>
<td>J. Jimenez</td>
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<td>G. Keith-Gibson</td>
<td>M. Moreno</td>
<td>K. Noseworthy</td>
<td>J. Osgood</td>
<td>R. Osmanian</td>
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<td>R. Osifeso</td>
<td>E. Rose</td>
<td>L. Savitzky</td>
<td>D. Walker</td>
<td>J. Wall</td>
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I. Approval of Minutes
   a. February 2, 2012 meeting minutes approved via email on 2-28-12.

II. Health & Wellness Week Schedule
   a. Walk/Run Event. The subcommittee met and finalized plans for the walk/run event. Anita met with Josh from the bookstore and worked out the design for the t-shirts. The shirt will have the following logo on it. Chaffey College - Professional Development 5k event - Walk/Run for Student Success. The committee opted not to include a date on the shirt so that if there are any left over, they could be used again next year. The colors will be yellow, white, and gray; this will enable us to determine the walkers from the runners and who the volunteer workers are. The shirts will cost $6. Trisha got the quote from Angelina’s for the snack boxes; they will include fruit, string cheese, granola bar, and a drink for $4.25 each. Trisha will give Angelina the final number of participants after March 23rd. Advertising for the event is on the Chaffey College face book page, twitter page, and the Daily Bulletin twitter page picked it up from the Chaffey twitter page. With the early bird registration that went on for seven days, we had 34 registrations. That is the total number of participants we had for our first year. Trisha advised that Marketing has arranged for us to have the help of six to eight ambassadors for the event. Trisha asked the committee if they would approve purchasing the t-shirts for the ambassadors since they are students and will be helping with the event; the committee approved funding the shirts. RoseAnn and Melissa are working on donations. Roni and Anita are working on getting vendors for the event; Anita advised that they have two confirmed vendors so far, Smile Bright Dentistry and TaiChi. Trisha is working to get CocaCola to attend and she also confirmed that Timi Hayward and his paramedic class will be there to assist with any medical needs. Phil Roberts from PE/Athletics will be there to assist the participants with a warm up routine. Angie will check with German about electricity at the east end of the football field. Trisha advised the committee that the City of Rancho Cucamonga will be hosting a triathlon on the same day as our event. Trisha and Angie will be meeting with the coordinator of that event, David Ramirez, and Maria Kort to work out the logistics for both events. Trisha will forward the results of the meeting to the committee. Trisha also advised that PE/Athletics will provide the time clocks for the event.

b. Workshops. Angie informed the committee that the following workshops have been scheduled for the week; Fitting Physical Activity into a Busy Schedule, Tuesday, April 10th, 10-11am and 1-2pm; Chair Yoga, Thursday, April 12th, from 10-11am; Core and Resistance Exercises at your Desk, Thursday, April 12th, 2-3pm; Healthy Dinners in Half the Time, Friday, April 13th, 10-11am and 1-2pm. Lynn advised that she spoke with Todd Lininger from Farmscape about presenting a workshop on building a garden. Lynn was concerned about asking him to do two workshops, one in the morning and one in the afternoon. After some discussion the committee agreed to have Todd do one workshop on Monday, April 9th, 10-11am. Lynn had several suggestions for other alternatives in place of the movie 9000 Needles. Lynn will forward information to Angie on the suggestions she brought to the committee.
III. Flex Day – Faculty Lecturer of the Year. Angie informed the committee that PD does not plan any workshops for Faculty Lecturer of the Year, scheduled this year on April 17th. The Online Activity for Adjunct faculty will be the only offering.

IV. Fall Flex and PUCK Award Planning. Eva advised that she and Joanne are updating the PUCK award nomination form and it should be ready to go out campus wide by the end of March.

a. Workshops for Chino and Fontana – video conferencing and face-to-face. RoseAnn stated that until the video conferencing issue with the cameras can be resolved, it would not be advantageous to do video conferencing to the Chino site. Donna stated that a voice activated update can be installed; however, that would require passwords that would have to be changed after each use. This was addressed to Laura and it would be up to her to make the decision. Angie advised that because this would be an upgrade to the system, and due to the budget situation, there are no plans at this time to do the upgrade. The only solution would be to offer face-to-face workshops. Diana Dominguez mentioned at the last meeting that it would be beneficial to host a couple of campus specific workshops at Chino; she will mention this at the next faculty meeting to get suggestions on what might be offered.

b. Faculty Speakers. Eva advised that the faculty listed below have agreed to speak at Convocation to showcase their SLO work in the classroom. Angie reminded the committee that Laura mentioned Convocation is not a Flex day but an in-service day; therefore, Convocation will be scheduled in the morning and department meetings will be scheduled in the afternoon. This would allow us two full days to schedule workshops that more than likely will be SLO topics.

1. David Karp – Business & Applied Technology
2. Angelia Burk Herrick – Social and Behavioral Science
3. Daniel Jacobo – Visual and Performing Arts

c. Employee Service Awards Luncheon. The awards luncheon is hosted by the President’s office but Angie will work with Kathy Napoli to schedule the luncheon in conjunction with Flex.

d. Flex Schedule. The committee has two more meetings to plan the Flex schedule so it can be published prior to faculty leaving for summer break.

V. CPAC Workshops. Angie advised that the Classified Professionals Advisory Group has advertised three workshop offerings; however, one has been cancelled and probably the other two will have to be cancelled due to low enrollment. It is the belief that the classified workload is such that they feel they cannot spare the time to attend a workshop. It was suggested that maybe one or two workshops be offered during Flex. Angie thought that was a good suggestion; however, it would have to be discussed with the CPAC committee. Anita also addressed the issue of the application process for the workshops. Angie said she would discuss the application with Laura and the CPAC group to see if we can refine the process.

VI. Floor Items.

VII. Adjournment. The meeting ended at 4:30pm. We will reconvene on April 5, 2012, at 3:00 pm in BEB-204.