I. Approval of Minutes
   a. Minutes from 4-1-10 approved via email.

   Angie advised the committee that Laura would not be attending today; however, she provided Angie with agenda items that require discussion and approval from the committee.

II. Health & Wellness Walk-a-thon Wrap up. Trisha reported that the 1st Annual Walk-a-thon was a great success. PD made $3700 for student scholarships. There are some minor changes that need to be made for next year; however, overall, she felt everyone had a great time and enjoyed the event. She did mention that for next year we will need additional PD members to volunteer, not just subcommittee members to help, as they were short of help.
   a. Scholarship Proceeds. Laura made the suggestion to the committee that rather than convene a subcommittee to create criteria for the PD scholarship money, she suggested that we donate $2000 to the Foundation Fund a Dream Program and $1700 to the ASCC Bookstore Grants. The committee approved distributing the funds as suggested. Trisha reminded the committee that if we donate the money to Fund a Dream we will receive four tickets to the event. How will the committee decide who gets the tickets? PD approved a drawing for the four tickets.

III. Health & Wellness Fair Schedule of Events Update. Angie advised PD that the Health & Wellness fair was a great success as well. We had about thirty vendors participating this year and approximately one hundred and fifty faculty and staff attending. Angie acknowledged Frank Pinkerton for his support in preparing the Sports Center for the fair. Angie also advised that additional help from the committee is needed next year to prepare for the fair.
   a. Health Fair 2011. In order to increase participation at the fair, Angie suggested changing the fair date to April 19, 2011, Faculty Lecturer of the Year; however, Donna said that would not work because the Retirement Luncheon follows Faculty Lecturer of the Year. Maybe this issue could be addressed to Dr. Shannon about ways to increase attendance.

Fall Flex 2010 Planning. Angie advised that she and Laura had a meeting with Gary Reinschmidt about Fall Flex planning. Gary was very excited about assisting PD in preparing for the flex activities. He stated that he would work up a sketch on decorating the stage and coordinating the lighting. He also gave us suggestions on campus contacts for some of the decorating items we will need as well as business contacts for costumes, etc. Gary also suggested that we start preparing the program schedule. Eva advised that she and Grace will be setting up and doing the interviews of all the candidates for awards. Laura asked for volunteers to do the award presentations and suggested that Classified staff make the award presentations to Faculty and vice versa. PD approved the award presentation process suggested by Laura.
IV. The schedule of events for flex will be convocation and service awards luncheon on Wednesday. Thursday will be school/department meetings and Friday will be devoted to Moodle training and insertion of course level SLO’s into CurricUNET. These two workshops will be mandatory for faculty. Laura also asked Angie to advise PD that we received the recertification for the flex schedule from the Chancellor’s office and they made a point of reminding the colleges that Flex is for all employees of the college and are requesting that workshops be offered for classified staff as well. A suggestion was made that we provide workshops on Wednesday and Thursday afternoon for Classified such as the Strength’s Quest or Adobe training. The question was asked that if Classified are required to attend Flex activities will they also be required to complete the Flex Activity form. PD will address the question to Sherrie and Laura. Lori Waite and Michael Dinelli are working on the Veteran’s Awareness program for Flex and arrangements will be made to have the program live stream fed during the school/department meetings.

Angie advised the committee that Frank Pinkerton has requested support from PD to help reimburse PE Athletics for the cost of tape for the vinyl flooring cover. PD felt that since there will be numerous other community events held in the Sports Center, Frank should speak with Dr. Shannon about purchasing the tape through the Auxiliary account. This information will be forwarded to Frank.

V. Adjournment. The committee adjourned at 4:00 pm. We will reconvene at 3:00 pm on May 6, 2010 for our last meeting of the year.