



**PROFESSIONAL DEVELOPMENT/
FLEX CAL COMMITTEE
Minutes**

May 18, 2017

Room 902

3:30 pm - 5:00 pm

1. Call to order	Meeting was called to order by LaNae Jaimez at 3:35pm.
2. Roll Call	<div style="display: flex; justify-content: space-between;"> <div> LaNae Jaimez, Co-Chair Salvatore Abbate, CSEA Candace Roe, faculty </div> <div> Dwayne Hunt, Co-Chair Ingeborg Bourdon, faculty Michelle Smith, faculty </div> </div>
3. Agenda approval	Michelle Smith motioned to approve the May 18, 2017 agenda, Sal Abbate seconded the motion, agenda was approved.
4. Approval of Minutes	Inga Bourdon motioned to approve the May 4, 2017 minutes, Michelle Smith seconded the motion, minutes were approved.
5. Comments from the Public	3 Minute Per Person.
6. Professional Development	<p>Faculty funding requests (30 minutes max) Faculty requests for PD funds were vetted using the PDFC rubric. Results are indicated below.</p> <p>6.1 Cheryl McDonald (additional info received)- approved</p> <p>6.2 Kitty Luce – approved</p> <p>6.3 Steven Dominguez - approved</p> <p>6.4 Other</p> <p>6.4.1 Eric Beam (2) – both approved</p> <p>6.4.2 Elizabeth Freed – approved</p> <p>6.4.3 Sandra Diehl - approved</p> <p>6.4.4 Tom Grube – denied, lacked appropriate documentation</p> <p>6.4.5 Michelle Smith – approved</p>
7. Action Items, Including Items Removed From Consent	<i>No action items</i>
8. Information/Discussion Items	<p><i>8. 1 Fall flex – Fall flex schedule was reviewed and updated.</i></p> <p><i>8.1.1 schedule for required day</i></p> <p><i>8.1.2 schedule for optional days</i></p>

8.2 goals/accomplishments for AY 2016-17 – PDFC Committee Goals were discussed and update. The form documenting the PDFC committee’s annual work will be forwarded to the Academic Senate.
8.3 *budget update (LaNae)* – Remaining money will be rolled over to academic year 17 -18. Will additional money (when/how) be provided for PDF budget? LaNae will follow-up on this questions.
8.2 *creating Welcoming Places training for 10/10* – The committee agreed to invite Dr. Chang to present at Fall Flex on 10/10. LaNae will extend the invite and obtain information regarding fees.
8.3 *determine meeting days and time for Fall 2017*

9. Announcements

Next meeting is tentatively planned for August 17, 2017

10. Adjournment

Michelle Smith motioned to adjourn the meeting at 4:50, Inga Bourdon seconded the motion and the meeting was adjourned.