

Professional Development Committee Minutes

April 23, 2015 1:00pm to 2:00pm

Attendees: Crozier, Judy; Manikandan, Gayathri; Sasser, Rachelle; Wimberly, Wendy; Zambrano, Ruth

1. Reviewed and approved the meeting minutes from the March 26th, 2015 meeting.
2. Conference Reimbursement Request:
 - Christopher Halligan request for FACCC- Advocacy and Policy Conference was approved.
 - Mohammad Tavakkoli's request for CMC3 South conference is pending due to the 300 word statement missing. → Tabled
3. CPR/AED Update:
 - CPR AED training was on Friday 24th, 2015 from 8- 12 pm.
4. "Creating Faculty Website" Training:
 - The training was on April 24th from 10:00 to 12:00pm at SSC 108
5. Applause Card: →Tabled Art just returned.
6. Health fair:
 - Ms. Sasser will speak to Michael from Premier promotions to move the health fair time slot from 10:00 to 1:00pm to 11:00-2:00pm and this way many can attend during the college hour.
 - Health fair at Compton Center will be at Student Lounge one or two weeks before or after the ECC's Health Fair.
 - Created the wish list for the vendors.
7. Classified Professional Development: → Tabled
 - Team Building USA agreed to offer 20% discount. Amber will check on the price for 250 people.
 - Ms. Sasser and Amber will meet with Barbara to discuss about the mandatory 2.5 days of flex days
 - Discuss through emails about the door prizes and raffles for this training
 - Ms. Sasser will try to get these prizes through vendors
8. Spring Fling: → Tabled
 - Dr. Curry was good with MLB but need to decide on the dates.
9. Writing Club:
 - Should send email in the beginning of fall for the interested people.
10. Miscellaneous:
 - Ruth will look for the Professional Development Committee Conference Reimbursement Request Ballot to change the names of the new members.
 - Discussed about the color and template for the flyer for Compton Professional Development activities.
 - We should send a suggestion box link to all employees asking for their ideas and needs to provide professional development activities at Compton. This should be sent through the department chairs and managers to get increase the participation.
11. Foundation Letter: Hold back on this due to the foundation is not functional.

Next meeting → to be determined.