

Santa Monica College Academic Senate

Professional Development Committee

Thursday, January 27, 2011, 1:30 – 3:30 p.m.

Present: Nancy Hanson, Patricia Burson, Steve Hunt, Monica LaBenda, Judy Neveau, Cindy Kelly

Professional Development Committee

Nancy Hanson, Chair x3502
Kiersten Elliott x4173

Members:

Monica LaBenda x4308
Sandy Chung x4170
Jessica Plotner x8644
Patricia Burson x4691
Nancy Grass Hemmert x8782
Steve Hunt, x4691
Valerie Narey x4430
Judy Neveau x4303

Student Members

Tiffany Inabu x4251

1. Nancy, Kiersten and Eric will be meeting with Dr. Tsang tomorrow (1/28) to give him an overview of the flex day plans. They will confirm how much time he wants to be set aside for his remarks, and make adjustments to the morning schedule if necessary. They will also request the funds for the day.
2. Judy Neveau has confirmed several charitable groups participation in the resource fair. What follows is a list of the groups who have been contacted, but not all of them have been confirmed.
Upward Bound House, Meals on Wheels, YWCA, Boys & Girls Club of Santa Monica, Red Cross (Santa Monica), Step Up, Heal the Bay, Daybreak, Maison, Café Bread & Roses, Roots, Slow Food, Community Supported Agriculture, SMC Student Relief Fund, SMC Veterans Resource Fund, Salvation Army, Big Sunday, 826-LA, Beyond Broke, Program for Torture Victims
3. The tables for the charitable groups will be arranged so that the smaller groups are given more prominence.
4. Steve will do a webpage that will contain the contact information for these groups, and it will reside on the PDC website. We will create posters for the flex day that will contain this same information, and will be placed on easels near where the groups are set up.
5. The letter to the charitable groups containing contact information and instructions for the day, along with a campus map was drafted and will be sent out soon.
6. Steve will contact Julie Yarrish to get a list of the websites that Jeff Bordon will be using to ensure access during his presentation.
7. Pete Morris is rewriting the descriptions for the food panel presentations.
8. Sandy Chung is still working on acquiring food boxes for raffle prizes.
9. One of the openings for an afternoon workshop will be taken by an instructor from the Dance Department. She will be doing West African dances that are related to food (harvest, planting, etc.).
10. Monica and Nancy gave updates on conference funding. Monica reported that there had been no submission, and that she will be working with Lois DeWit. Nancy reported that 5 of the 6 people who were approved for funding but had not submitted their reimbursement information will do so, that she is still trying to make contact with the last one.
11. The next meeting will be Thursday, February 3rd at 1:30 in the CURRICULUM DEVELOPMENT ROOM, (rm. 193) in the Library.