

**Miramar College**  
**Professional Development Committee Meeting**  
**Minutes**  
**December 14, 2018**  
**12:35 – 1:45 p.m.**  
**L-107**

**Members Present: Max Moore, Cheryl Barnard, Cynthia Gilley, Sonny Nguyen, Sam Shoostary, Donnie Tran, Carrie DeMoll, Sean Young**

**Absent: Lou Ascione, Kevin Gallagher, David Mehlhoff**

A. Call to Order

The meeting was called to order at 12:38 p.m.

B. Guest Introductions

C. Review and Approval of Agenda

The December 14, 2019 agenda was approved  
(MSC: M. Young/S. Tran)

D. Review and Approve Professional Development Requests

1. Gary Smith, Professor  
\$802.75 to attend the 2Y3C conference in Orlando, Florida on March 29-30, 2019  
Approved  
(MSC: M. DeMoll/S. Gilley)
2. Tin Ki Tsang, Professor  
\$284.53 to attend the SABER Conference in Irvine, California on January 19-20, 2019  
(MSC: M. DeMoll/S. Gilley)
3. Naomi Grisham, Transfer Center  
\$218.65 to attend the 2019 Student Learning Outcomes Symposium in Santa Ana, California, on January 25, 2019  
(MSC: M. DeMoll/S. Gilley)
4. Rod Porter, Professor  
\$989.42 to attend the Fit Expo in Los Angeles, California on January 26-27, 2019  
(MSC: M. DeMoll/S. Gilley)
5. Andrea Tyndall, Professor  
\$734.37 to attend the EMT Physical Conditioning Program in Whittier, California from October 18, 2018 to January 19, 2019  
(MSC: M. DeMoll/S. Gilley)
6. Jessica McCampbly, Professor  
\$1,000.00 to attend the College Arts Association conference in New York, New York on February 8-17, 2019  
(MSC: M. DeMoll/S. Gilley)
7. Sandy Gonzalez, Counselor  
\$999.37 to attend the Latina Leadership Network of the California Community Colleges conference in Santa Ynez, California on March 21-23, 2019  
(MSC: M. DeMoll/S. Gilley)

E. Old Business

1. Campus-wide Professional Development: Max asked the committee what they think the criteria should be for campus-wide professional development. The committee suggested that the max be set at \$2,000.

2. Caring Campus: Cheryl shared with the committee that Caring Campus is a great option for campus-wide professional development that focuses on customer service standards when dealing with students. It's a three month training that is free of charge and would run from January to March 2019. Meetings are once a month for three hours.

F. New Business

1. Classified Block Grant: Cheryl shared with the committee that the classified block grant came from the state chancellor's office to support classified staff safety training. \$20,000.00 was awarded to our campus. The language that is set is vague. Sean and Cheryl will meet in January 2019 to come up with a plan and bring it back to the committee at the next meeting.

G. Budget Reports

Max shared with the committee that there is a total of \$18,362.00 in the AFT Travel/Conference budget and \$15,000.00 in the BRDS budget.

H. Announcements

I. Next Scheduled Meeting

The next meeting will be held on February 8, 2019 at 12:35 – 1:45 p.m. in room L-107

J. Adjournment

Meeting was adjourned at 1:42 p.m.

(MSC: M. Tran /S. Young)