

**CHC Professional Development Committee  
Meeting Minutes  
Friday February 15, 2013  
Room LRC-135**



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**Members Present:**

Breanna Andrews, Daniel Bahner, Karen Childers, Robert Crise, Rick Hogrefe, Luis Mondragon, Mariana Moreno, Karen Peterson, Jeff Schmidt, Sam Truong

**Members Absent:**

Robert Brown, Tina Gimple, Kristin Overturf

**Guests:**

Jonathan Townsend

**1. Minutes: January 18, 2013**

Minutes from January 18 were approved by consensus.

**2. Funding Requests**

- a. Jonathan Townsend discussed a request for Professional Development funds and support in organizing a group to read and discuss the book *Reading for Understanding*. The committee agreed that this would be an appropriate activity to be promoted through Professional Development and Jonathan will submit an online request.
- b. Jimmy Urbanovich requests \$600 to attend WSCA February 16-19. It was moved by Karen Childers and seconded by Bob Crise to approve the maximum of \$500. Bob will contact Jimmy to set up a workshop/presentation after the conference. The motion was carried.
- c. Breanna Andrews requested an increase from her original request of \$400 for ASLTA. Because the expenses will be more than anticipated, she requests the maximum of \$500. It was moved by Karen Childers and seconded by Karen Peterson to increase the approved amount. The motion was carried.

**3. Online Flex Form**

The faculty members on the Professional Development Committee will beta test the online Flex Form. It is available through WebAdvisor.

**4. PDC Roles and Responsibilities**

Robert Brown was not present to conduct this discussion.

**5. Professional Development Plan**

Upcoming/Past activities:

2/20: Reading Group

Tuesdays: Meditation Group (5-7 attending each week)

Finances for Student Clubs was attended by 3 advisors

Margaret Yau will conduct Excel workshops in February and March

Great Teachers Seminar

Three attending: Breanna Andrews, Nate Gross, Gerardo Castillo

Karen Childers asked if the printed Professional Development Guides were made available to everyone and if there are extras that can be distributed to those that haven't received them. Daniel said that they went out on In service Day, but that there have been extra copies. Karen Peterson will add the PDF version to the Professional Development webpage.

**6. Other**

- Rick Hogrefe asked if there had been any follow-up on Robin Bishop's funding request. There has not.
- Daniel reported that Soupapalooza was a moderate success this year due to the fact that many staff and faculty were off campus at a retreat for the SSEEM committee. It was agreed that the Welcome Back BBQ and Soupapalooza should be added to the CHC master calendar to avoid scheduling conflicts in the future.

**NOTE:** Several committee members will be involved in Senior Day activities, so the next PDC meeting will be on **Friday March 15, 2013 at 12:00pm in room LRC-135.**