



Professional Development Committee

Minutes

April 22nd, 2019

2-3 p.m., Tower 801

Co-Chairs (non-voting): Chris Weidenbach and Felipe Wilson

Voting Members: Blanca Montes de Oca, Roxana Post, Atiya Rashada, Alicia Caballero-Christenson, Rupinder Bhatia, David Lee, Shawn Taylor, Kimberly Blackwell, Autumn Sullivan

AGENDA ITEM	FACILITATOR(S)	DISCUSSION POINTS	RESULTS/FOLLOW-UP ACTIONS and RESPONSIBLE PARTY(IES)
Call to Order/Public Forum	Weidenbach /Wilson	Public discussion	
Review of budget usage	Ho/Weidenbach/Wilson	<p>Review of how the budget was used this past year and how to publicize that information</p> <p>Discussion of putting together a “newsletter” for the Laney community about the committee’s activities</p>	<p>Follow-up:</p> <ul style="list-style-type: none"> • Chris and Felipe will publicize information related to the budget • Newsletter will be sent out with information about the sabbaticals that were awarded • Make it clear that the next meeting will take place on May 13th
Strategic Budget Planning	Hoshida/Wilson	Discussion of how to plan using the budget next year and possibly designating money to be used for particular events/themes	<p>Results:</p> <ul style="list-style-type: none"> • Consider earmarking money for PTers in next year’s budget • Implement the rubric as a way to evaluate budget requests • Publicize the rubric so that individuals will know that it will be used • Make it a requirement that those receiving funding will host some kind of workshop or do something similar based on their request

PD Chair election process	Weidenbach	Discussion of how the election will proceed, special attention to be paid to what the committee would like in the PD Chair candidates' written statements	Results: <ul style="list-style-type: none"> • A questionnaire will be designed by Chris and Felipe for those wanting to be a candidate for chair • This questionnaire will involve asking candidates for their vision of the committee, their previous experiences with PD, and their experiences in leadership roles on campus
August Flex Day plans	Weidenbach/Wilson	Brainstorming for the schedule for our next Flex Day	Tabled

Next Meeting: May 13th, 2019