



FACULTY SUBCOMMITTEE MEETING MINUTES

June 5, 2008

1:00 p.m. – CDC Conference Room

Present: Dr. Daniels, Hassan Elfarissi, Ron Haynes, Sandy Hinkle, Toni Rhodes, Alexis Tucker

Absent: Dr. Todd Roberts, Roxanne Williams

Meeting called to order at 1:12 p.m.

1. P. Itow had suggested via email that we consider changing the mandatory on-campus Flex Day of Friday, August 29, 2008 as was initiated by ELAC because that Friday just precedes the holiday weekend. A noticed motion to the Academic Senate and a MOU were written. It was approved by the Senate, AFT Chapter President, and Dr. Daniels for Wednesday, August 27, 2008. For Friday, August 29, we will suggest online Sexual Harassment training. Dr. Roberts will obtain more details.

2. Tentative plan for Flex Day

We decided to follow the format as last year.

a. Keynote speaker: On basic skills to be researched by Dean Norwood. Dr. Daniels clarified that the speaker should be paid from Staff Development funds, \$1000-1200; that Staff Development may be receiving 95% of its previous allocation.

b. Suggestions for one-hour workshops were:

Vibha Gupta: Smart Classroom

Glenn Yoshida: SLOs

Dean Walden: ASAP

Joe Perret: Dr. Daniels informed us that Joe has transferred to LAPC and to ask him if he would consider doing Web 2.0 for Faculty or a Moodle overview.

Toni Rhodes: Students with Challenges panel. Contact Darlene Wooten and Yvette Tucker, VA rep.

c. Locations: Use LL building and TEC 340

d. Signs: For rooms and box lunch (type of sandwich). Roxanne?

e. Evaluations for workshops: Assign a committee member to each speaker to distribute and collect evaluations.

f. Parking permits: Include table for distribution by Sheriff's dept.

g. Folder material: Program of day's events; Professional Development Activities Report form; Flex policy; pen and bookmark; and perhaps info from college programs.

h. Facilities Use Request: Pauline will do.

i. Employee-giving: Ron will inquire at the Facilities Planning meeting regarding the possibility of a cornerstone, plaque, monument, wall for Cougar Contributors.

3. Food for Flex Day

We decided to ask Cougar Cafe/Bridget Perez if she will cater.

Continental breakfast is \$5 per person. Includes assortment of fresh fruit, bagels, croissants and muffins complimented by jams and spreads; coffee, tea, juices.

Box lunches are \$9 per box (choice of sandwich on roll, mixed fruit salad, chips, pickle, cookie, drink). We decided on 50 turkey, 50 tuna (we ran out last year), 10 ham (least popular last year), 10 vegetarian sandwich with cheese on side.

Location will be inside the Theater foyer for breakfast with tables set up; lunch will be inside the foyer and on Palm Court under canopies (Pauline will contact Joni Collins for canopies).

4. Hollywood Bowl

July 9 Wynton Marsalis and Natalie Cole – 10 tickets, 7 participants thus far.

July 25 Diana Ross – 14 tickets will be ordered as deadline is next week.

5. We decided that a Mardi Gras event is not feasible due to the start of the semester.

6. Next meeting: Before July 25 and then mid-August.

Meeting adjourned at 2:28 p.m.

Respectfully submitted,

Pauline Itow