Members Present: Patricia Rodriguez, Maria Granados, Jill Biondo, Bamdad Samii, Maricela Andrade

Members Absent: Jesus Sanchez, Aleida Gomez, Angela Echeverri

1. Approval of Minutes: Committee approved minutes for February and March.

   February 17, 2015: Maria Granados/Jill Biondo
   March 10, 2015: Maria Granados/Jill Biondo

2. Charter: The committee revisited the charter and made some minor corrections. Bamdad will check with Mary Lou Mendoza to ask if we need to vote on any other changes made to the charter. Currently, after the first bullet, it has within parenthesis, ‘Staff Development Plan 8/5/1997’. We would like to change it so it says, ‘Professional Development Committee,’ and the current date. Bamdad will check to see if we need to vote on making this change.

3. Goals for 2015-2016:

   1) Coordinate professional development activities on campus with EAP, Eagles Nest, and District Office.
   2) Re-establish an orientation academy for new hires.
   3) Focus on professional development events.
   4) Survey staff on EAP workshop needs.

4. Staff Appreciation:

   $500 has been allocated for the event. Date?- Maria will email Dorothy to get a date for staff appreciation.
   Maria will talk to Dorothy Mundt and ask her if she would like to take the lead.
   Bamdad will email Dorothy and ask- he will CC Maria G.

5. Microsoft Office Specialist (MOS) Training

   Staff must complete this training in order to move up in columns.
   Cost $550.00 a year- annual payment- with 5 licenses. This falls under Professional Development responsibilities. Bamdad needs permission to get things installed in the Computer Science Room (CSIT).

   Chef Jesse was awarded $350 for the Raw-Vegan workshop but he declined the Award.
   Par withdrew her request- money was not needed.
   EAP offers: Has great selection of topics cost $200.00 per hour.

   Next meeting with president- to be announced.
   Armenian Genocide Day- April 22nd from 12-1:30pm.

6. Next committee meeting: May 12, 2015 at 2:00pm

7. Meeting was adjourned at 2:35p.m.