

**CUYAMACA COMMUNITY COLLEGE
STAFF DEVELOPMENT COMMITTEE MEETING AGENDA
February 8, 2006, 3:00 – 4:30 pm (TLC)**

Memo: Staff Development Meeting Agenda

Date: February 8, 2006

To: Staff Development Committee Members
(Nancy Asbury, Shari Ball, Lindy Brazil, David Detwiler, Pete Haro, Sandy Lyon,
Barbara Modica, Marie Ramos, Jodi Reed, Larry Sherwood, Nanette Wier)

From: David Detwiler, Staff Development Coordinator

1. Approve the November 9, 2005 minutes
2. New Meeting Time
3. Spring 2006 Staff Development Week
 - a. How did it go?
 - b. Lunch?
4. No future presentations by Publishers, Financial Planners, etc.
5. Continue to promote Staff Development offerings focusing on Adjunct Faculty
 - a. Department sponsored
 - b. Part-time faculty driven
6. Improving Staff Development Website
 - a. Include last minute additions
 - b. Include section for ongoing activities (full-time faculty)
7. Updating Staff Development Handbook
 - a. Report from faculty sub-committee
 - b. Procedure for updating handbook
8. Next Staff Development Meeting: March 8, 2006
9. Other

**CUYAMACA COMMUNITY COLLEGE
STAFF DEVELOPMENT COMMITTEE MEETING AGENDA
March 8, 2006, 3:00 – 4:30 pm (TLC)**

Memo: Staff Development Meeting Agenda

Date: March 8, 2006

To: Staff Development Committee Members
(Nancy Asbury, Shari Ball, Lindy Brazil, David Detwiler, Pete Haro, Sandy Lyon,
Barbara Modica, Marie Ramos, Jodi Reed, Larry Sherwood, Nanette Wier)

From: David Detwiler, Staff Development Coordinator

1. Approve the February 8, 2006 minutes
2. New Meeting Time: 3:00 - 4:30 pm
3. Update on presentations by outside vendors (Publishers, Financial Planners, etc.)
4. Improving Staff Development
 - a. Staff Development Handbook
 - i. Recommended modifications
 - ii. Continued review process
 - b. Website
 - i. New look
 - ii. Everything available online (Move toward going “paperless”)
5. Call for Presentations: Fall 2006
 - a. Return by March 31
 - b. Volunteers needed to calendar presentations: April 3 – April 5
6. On Course: September 15-17
7. FACCC: Academic Integrity Workshop
8. Next Staff Development Meeting: April 26, 2006
9. Other

**CUYAMACA COMMUNITY COLLEGE
STAFF DEVELOPMENT COMMITTEE MEETING AGENDA
April 26, 2006, 3:00 – 4:30 pm (TLC)**

Memo: Staff Development Meeting Agenda

Date: April 26, 2006

To: Staff Development Committee Members
(Nancy Asbury, Lindy Brazil, David Detwiler, Pete Haro, Sandy Lyon, Barbara Modica, Marie Ramos, Jodi Reed, Larry Sherwood, Nanette Wier)

From: David Detwiler, Staff Development Coordinator

1. Approve the March 8, 2006 minutes
2. New Staff Development Procedures
 - a. Website
 - i. New look
 - ii. Everything available online (Move toward going “paperless”)
 - b. Discussion
 - c. Sub-committee to review documents
3. The Fall 2006 Calendar of Events
4. On Course: September 15-17
5. Next Staff Development Meeting: May 10.
6. Other

CUYAMACA COMMUNITY COLLEGE
PROFESSIONAL DEVELOPMENT COMMITTEE MEETING AGENDA
May 10, 2006, 3:00 – 4:30 pm (TLC)

Memo: Professional Development Meeting Agenda

Date: May 10, 2006

To: Professional Development Committee Members
(Nancy Asbury, Lindy Brazil, David Detwiler, Pete Haro, Sandy Lyon, Barbara Modica, Marie Ramos, Larry Sherwood, Nanette Wier)

From: David Detwiler, Professional Development Coordinator

1. Approve the April 26, 2006 minutes
2. Professional Development Update
 - a. New website complete
 - b. Link to Grossmont Professional Development
 - c. Electronic documents
 - d. Additional wording on back of hire letter
3. Panel discussion: Professional Development 101 during Professional Development Week
 - Monday, August 14, 9:00 – 10:00 am
4. Union Thursday
 - a. Volunteers need to produce flyer publicizing event
 - b. Volunteers to help out with activities during Joint Social (3-5 pm)
5. On Course: September 15-17
6. Next Professional Development Meeting: September 20, 2006.
7. Other

CUYAMACA COMMUNITY COLLEGE
PROFESSIONAL DEVELOPMENT COMMITTEE MEETING AGENDA
Wednesday, September 21, 2006, 3:00 – 4:30 pm (TLC)

Memo: Professional Development Meeting Agenda

Date: September 21, 2006

To: Professional Development Committee Members
(Nancy Asbury, Lindy Brazil, David Detwiler, Sandy Lyon, Barbara Modica, Marie Ramos, Peter Utgaard, Larry Sherwood, Nanette Wier, Nicole Mosea)

From: David Detwiler, Professional Development Coordinator

1. Approve the May 10, 2006 minutes
2. Welcome Peter Utgaard & Nicole Mosa
3. Recap
 - a. On Course
 - b. Unity Forum
 - c. Professional Development Week
4. Problems with new format
 - a. Adjuncts
5. Transfer of Professional Development hours from other institutions
6. Spring 2006 Call for Presentations
7. Discuss meeting time and day
8. Next Professional Development Meeting: October 18, 2006
9. Other

**CUYAMACA COMMUNITY COLLEGE
PROFESSIONAL DEVELOPMENT COMMITTEE
MEETING AGENDA**

Wednesday, October 25, 2006, 3:00 – 4:30 pm (TLC)

Date: October 25, 2006

To: Professional Development Committee Members
(Nancy Asbury, Lindy Brazil, David Detwiler, Sandy Lyon, Barbara Modica,
Marie Ramos, Peter Utgaard, Larry Sherwood, Nanette Wier, Nicole Mosa)

From: David Detwiler, Professional Development Coordinator

Agenda Items:

1. Approve the September 21, 2006 minutes
2. Introduce guests:
 - a. Henri Migala (Executive Dean for Institutional Advancement)
 - b. Katy O’Leary and Jennifer Lewis (Professional Development Academy)
3. Adjunct faculty representative needed
4. Annual Implementation Plan 2006-2007: Promote diversity
5. Professional Development Week Activities
 - a. Latin American series
 - b. Q & A from the Professional Development Committee
6. Spring 2007 Call for Presentations
 - a. Zuk & Associates: CalStr, CalPers, The Educated Investor
 - b. Seminar: Personal Computer & Network Security
7. Next Professional Development Meeting: November 29, 2006
8. Other

**CUYAMACA COMMUNITY COLLEGE
PROFESSIONAL DEVELOPMENT COMMITTEE
MEETING AGENDA**

Wednesday, November 29, 2006, 3:00 – 4:30 pm (TLC)

Date: November 29, 2006

To: Professional Development Committee Members
(Nancy Asbury, Lindy Brazil, David Detwiler, Sandy Lyon, Barbara Modica,
Marie Ramos, Peter Utgaard, Larry Sherwood, Nanette Wier, Nicole Mosa)

From: David Detwiler, Professional Development Coordinator

Agenda Items:

1. Approve the October 25, 2006 minutes
2. New funds
3. Adjunct faculty representative needed
4. Annual Implementation Plan 2006-2007: Promote diversity
5. Revisit incorporating a theme for each Professional Development Week
6. Spring 2007 Call for Presentations
7. Next Professional Development Meeting: February 21, 2006
8. Other