

**Miramar College**  
**Professional Development Committee Meeting**  
**Minutes**  
**May 11, 2018**  
**12:35 – 1:45 p.m.**  
**L-107**

**Members Present: Max Moore, Cheryl Barnard, Lou Ascione, Cynthia Gilley, David Mehlhoff, Donnie Tran, Briele Warren, Sean Young**  
**Guests: Carrie De Moll & Marie McMahon**

- A. Call to Order  
The meeting was called to order at 12:36 p.m.
  
- B. Review and Approval of Agenda  
The May 11, 2018 agenda was approved  
(MSC: M. Young/S. Gilley)
  
- C. Guest Introductions  
Carrie De Moll and Marie McMahon will be joining the meeting as a guests today.
  
- D. Review and Approve Professional Development Requests
  - a. Judy Patacsil, Mental Health  
\$1,000.00 to attend the NCORE Conference in New Orleans, LA from May 29<sup>th</sup> – June 3<sup>rd</sup>, 2018.  
Approved  
(MSC: M. Young/S. Gilley)
  - b. Amanda Taylor, Adjunct Professor  
\$953.37 to attend the Online Teaching Conference in Anaheim, CA from June 18<sup>th</sup> – June 20<sup>th</sup>, 2018.  
Approved  
(MSC: M. Young/S. Gilley)
  - c. Julie Hansen, Adjunct Professor  
\$485.42 to attend the Intensive Data and Analytics Summer Workshop for Accounting Courses and Programs in Orlando, FL from June 3<sup>rd</sup> – June 8<sup>th</sup>, 2018.  
Approved  
(MSC: M. Young/S. Gilley)
  - d. Lynette Lyon, Health Services  
\$822.78 to attend the PRI-MED Convention in Anaheim, CA from May 30<sup>st</sup> – June 2<sup>nd</sup>, 2018.  
Approved  
(MSC: M. Young/S. Gilley)
  - e. Lezlie Allen, Health Services  
\$1,000.00 to attend the PRI-MED Convention in Anaheim, CA from May 30<sup>st</sup> – June 2<sup>nd</sup>, 2018.  
Approved  
(MSC: M. Young/S. Gilley)
  - f. Elaine Eng, Health Services  
\$895.89 to attend the PRI-MED Convention in Anaheim, CA from May 30<sup>st</sup> – June 2<sup>nd</sup>, 2018.  
Approved  
(MSC: M. Young/S. Gilley)

- g. Valerie Lee, Health Services  
\$768.79 to attend the PRI-MED Convention in Anaheim, CA from May 30<sup>st</sup> – June 2<sup>nd</sup>, 2018.  
Approved  
(MSC: M. Young/S. Gilley)
- h. Calvin Wong, Health Services  
\$342.72 to attend the PRI-MED Convention in Anaheim, CA from May 31<sup>st</sup> – June 2<sup>nd</sup>, 2018.  
Approved  
(MSC: M. Young/S. Mehlhoff)
- i. Lizaveta Nikitsina, Health Services  
\$303.00 to attend the PRI-MED Convention in Anaheim, CA from May 31<sup>st</sup> – June 2<sup>nd</sup>, 2018.  
Approved  
(MSC: M. Young/ S. Mehlhoff)
- j. Olga Fryszman, Assistant Professor  
\$1,000.00 to attend the the 25<sup>th</sup> Biennial Conference on Chemical Education in Notre Dame, IN from July 28<sup>th</sup> to August 2<sup>nd</sup> 2018.  
Approved (Next Year's Budget)  
(MSC: M. Young/ S. Mehlhoff)
- k. Cynthia Gilley, Assistant Professor  
\$1,000.00 to attend the 25<sup>th</sup> Biennial Conference on Chemical Education in Notre Dame, IN from July 28<sup>th</sup> to August 2<sup>nd</sup> 2018.  
Approved (Next Year's Budget)  
(MSC: M. Young / S. Mehlhoff)
- l. Jacquilin Lapid, Adjunct Professor  
\$1,000.00 to attend the World Council for Curriculum and Instruction in Rome, Italy from July 14<sup>th</sup> – July 20<sup>th</sup> 2018.  
Approved (Next Year's Budget)  
(MSC: M. Ascione/S. Gilley)
- m. Carmen Jay, Professor  
\$1,000.00 to attend the Young Rhetoricians Conference on College Composition Conference in Monterey, CA from June 21<sup>st</sup> – June 23<sup>rd</sup>, 2018.  
Approved  
(MSC: M. Ascione/S. Gilley)
- n. Marie McMahon, Professor  
\$1,400.00 to cover the cost of the Convocation Speaker for Fall 2018.  
Approved  
(MSC: M. Gilley/S. Young)

E. Request for Campus-Wide Professional Development ideas

Cheryl informed the committee that a survey is currently being drafted. Once completed, the survey will be sent out to the DL.

Clarification is needed from V.P. Bell in regards to what the stipulations are in regards to summer travel. Cheryl will meet with V.P. Bell to discuss this.

F. Report of Professional Development Workshop from 04/20/18

Cynthia shared with the committee that she attended the workshop and she thought it was very informative.

G. Budget Reports

Max shared with the committee that the BRDS funds account has about \$13,000.00 remaining. He also shared that the AFT account would have funds left over, though very minimal, after

factoring in the travel authorizations that were approved today. The amount requested was close to the amount that was allotted for the academic year.

H. Announcements

The committee as a whole has agreed that guidelines need to be created in an effort to make the rules associated with travel requests clear. Carrie has offered to look up the District Policy for the committee.

I. Next Scheduled Meeting

The next meeting will be held on September 14, 2018 at 12:35 – 1:45 p.m. in room L-107

J. Adjournment

Meeting was adjourned at 1:45 p.m.