**PROFESSIONAL DEVELOPMENT ADVISORY COMMITTEE (PDAC)**

**2:00 - 3:00 p.m.**

**May 12, 2016**

# L-106

There was not a quorum for the meeting. These are the unofficial notes of the meeting.

Voting members present: Erlinda Jones (F), Natasha Garcia (LMCAS), Shondra West (C), Rosa Armendariz (F)

Voting Members Absent: Michael Becker (M), Paula Gunder (F), Natalie Hannum (M), Christine Kromer (F), Carla Rosas, Eric Sanchez (C),

Staff Present: Courtney Diputado (C), Ruth Goodin (M), Co-Chair; Mary Oleson (C), Co-Chair; Janice Townsend (F)

It was determined that a quorum would not be in attendance at the meeting. The following conversation took place:

* Natasha Garcia, LMCAS representative, was welcomed and introduced. Natasha introduced herself and gave an overview of her academic and personal interests. Natasha is involved with the Student Senate of California Community Colleges on behalf of LMCAS.
* An Adjunct Reception during Flex week is proposed with a request of $500 (Goodin). No review or approval of the request took place due to lack of a quorum. No flex credit will be given for this event. Ruth will let Mary know when to post up the event to the registration site.
* A proposal (Oleson/Arcidiacono) for an additional $150 (one therapist for 3 hours) for a Carrington College student to provide massage therapy at the Color your Stress Away event scheduled for May 25 was not reviewed. This request would be in addition to the $205 being requested for the activity. Shondra will be giving a presentation on breathing and stress management, including the causes and solutions. She also works with parents in advice for stress in children.
* A discussion took place about looking into alternatives for structuring PDAC so that business can take place without the traditional quorum guidelines. (e.g. proxy voters, etc.)
* Ruth Goodin reported that there is additional Student Equity Plan funds available for July 31-December 31, 2016. The funds can be used for veterans, MESA, Foster Youth, Mental Health, and College Initiatives, along with professional development activities. Applications for additional funding are due in 12 days.
* PDAC Conference funding requests that were on the Agenda for today’s meeting will be sent to President Kratochvil for his review and approval. This approval process to be used when there is no quorum was approved by PDAC members at a previous meeting. The requests to be forwarded are:
* 1) Richard Villegas, CCC Athletic Directors’ Association, South Lake Tahoe, June 7-9, 2016 ($530.70).
* 2) Rebecca Talley, Academy X-Adobe, San Francisco, June 2-3, 14-15, 28-29, 2016, ($1,500).
* Expense reimbursements for both requests, if approved, must be turned in immediately upon the attendees’ return, in order to meet the Business Office deadlines for year-end. If both proposals are funded, the Conference funding account will have a balance of -$450.00. She will apply funds from other PDAC budget funds.
* PDAC Budget - There is $7,037 left. Similar to last year, other funds that paid for PD may be credited by PDAC funds (i.e. Equity, 3SP, EXITO). There will be no EXITO funds next year so PD expenses may remain with the EXITO account. Kristin Connor’s conference fees could be charged back to PDAC (Rosa). The 2016-17 budget will be added to the PDAC Retreat Agenda scheduled for flex week, Tuesday, August 9, 1-4 p.m.
* L-215 - Ruth asked for a list of any items still needed and outstanding for the space. PDAC will be scheduled every other time for L-215.
* Focused Flex - planning is beginning. Art for lunch was mentioned.
* There will be a New Employee Luncheon in April. Due to the large quantify of new adjuncts (99) they will not be included, but will be included in an adjunct reception during fall16 Flex week prior to the New Faculty Orientation meeting.
* Membership and term limits will be reviewed at the Fall16 retreat.
* Shondra recommended that PDAC members (and possibly others) present at the 4CSD conference in April, 2017.