

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
February 26, 2013  
Technology Resource Center LE-227**

Members present: Barbara Tisdale, Shashi Naidu, Tina Shaner, Nasreen Rahim  
Absentees: Ambica Gill, Savander Parker, Helen Han, and Abdie Tabrizi

- I. Reviewed 12-10-12 Minutes – OK for posting
- II. Professional Development Day: The committee discussed the results that was analyzed from the evaluation of January 2013 PDD. An important suggestion was to make provisions for restroom breaks in the long morning welcome session in VPA Theatre. Another item emphasized was to provide more time peers and introduce peer activities.
- III. Spring PDD: This will be held in EVC on Friday, April 12. The committee members discussed the ‘Student success initiative’ at length. It was Tina Shaner who brought this topic in light since it will impact faculty loading due to class enrollment. Shaner would like this issue be clarified at the spring (April 12) PDD by the president in his speak with QA sessions from the audience.
- IV. Funding: Discussed about SJCC’s acquiring of SD funds. The chair, Nasreen Rahim, informed the committee about her discussion with President Yong regarding the possibilities of EVC receiving SD funding for faculty to attend conferences, etc. The president assured her to inform the committee that as soon as he gets back the \$670K that the District owes EVC, he will make provisions for \$1000.00 dollars per faculty to attend conferences and workshops.
- V. Other
  - A. California Community Colleges Student Success Initiative: EVC participated in voting for some of the resolutions that has been proposed for the Professional Development Committee formerly known as Flex Day Committee at the State Chancellor’s Office.
  - B. Professional Development Committee: Total of 40 alt plan proposals have been read and approved by the PIC. They have been submitted to the VP’s office.

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
March 12, 2013  
Technology Resource Center LE-227**

Members present: Ambica Gill, Shashi Naidu, Tina Shaner, Savander Parker  
Absentees: Helen Han, Abdie Tabrizi, Barbara Tisdale

Meet in Library/Educational Technology Center Conference Room (LE 227)

1. Reviewed 2-26-13 Minutes – OK for posting
2. Professional Development Day: April 12, 2013: Agenda not completed. SD Chair meets with the president on March 14 to complete the initial draft.
3. Professional Development Funding Opportunity: President Yong has informed the SD Chair of about \$10,000 SD funding. The committee decided to allot \$500 for f/t and \$250 for p/t
4. Approved Applicant's Conference/event Reports
  - a. All reports will be placed in the Staff Development "To Read" box in LE 227 until May 20, 2016.
5. Other
  - a. We discussed about the changing the time of the SD meeting so more members may attend the meeting. However, it could not be worked into the schedule of all attending members, so we left the date the same as is.
  - b. Finally, discussion took place about recruiting more members from different divisions. SD Chair, who is also a senator, mentioned that this will be proposed at the next senate meeting.

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
April 9, 2013  
Technology Resource Center LE-227**

Members present: Abdie Tabrizi, Savander Parker, Helen Han, Ambica Gill, and Barbara Tisdale

Absentees: Shadhi Naidu, and Tina Shaner

Meet in Library/Educational Technology Center Conference Room (LE 227)

6. Reviewed 3-26-13 Minutes – OK for posting
7. Professional Development Day: Abdie Tabrizi suggested to post time limit for each speaker in the morning welcome program event of PDD.
8. Approved Applicant's Conference/event Reports
  - a. Vicki Brewster for \$500
  - b. Melody Barta for \$500
  - c. Ambica Gill for \$500
  - d. Cam Martian for \$500
  - e. John Carrion for \$500
  - f. Raquel Rojas for \$500
  - g. Alfred Gonzalez for \$500
  - h. Martha Hardin for \$500

Other

1. SD Chair shared with the committee the CCC Professional Development Recommendations Voting Process for Flexible Calendar Coordinators Voting on the proposed CCC professional development recommendations
2. We discussed about changing the time of the SD meeting so more members may attend the meeting. However, it could not be worked into the schedule of all attending members, so we left the date the same as is
3. Finally, discussion took place about recruiting more members from different divisions. SD Chair, who is also a senator, mentioned that this will be proposed at the next senate meeting.

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
April 23, 2013  
Technology Resource Center LE-227**

Members present: Abdie Tabrizi, Savander Parker, Helen Han, Ambica Gill, and Barbara Tisdale

Absentees: Shashi Naidu, and Tina Shaner

Meet in Library/Educational Technology Center Conference Room (LE 227)

9. Reviewed 4-9-13 Minutes – OK for posting

10. Professional Development Day:

- a. Discussion based on the evaluation of April 12 PDD. It was stated from the evaluation that the student success initiative, SLO assessment, ILO mapping, accreditation midterm report, president's updates were all very important and informative for me. We need more workshop sessions like the afternoon one. The workshops should be run by faculty.
- b. Preliminary discussion of Fall 2013 PDD started. A draft agenda was designed to take to the next meeting with EVC president with SD chair

11. Approved Applicant's Conference/event Reports: All reports will be placed in the Staff Development "To Read" box in LE 227 until May 20, 2016.

- a. Vicki Brewster for \$500
- b. Melody Barta for \$500
- c. Ambica Gill for \$500
- d. Cam Martian for \$500
- e. John Carrion for \$500
- f. Raquel Rojas for \$500
- g. Alfred Gonzalez for \$500
- h. Martha Hardin for \$500

Other

4. SD Chair shared with the committee the Flex Calendar process where the chair has to fill out Flex Calendar form where EVC has to indicate valid reasons for the continued staff development funding by the state.
5. Staff development committee continues to look for recruiting more members from different divisions.

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
May 8, 2013  
Technology Resource Center LE-227**

Members present: Abdie Tabrizi, Savander Parker, Barbara Tisdale, Shadhi Naidu, and  
Tina Shaner,  
Absentees: Helen Han & Ambica Gill

Meet in Library/Educational Technology Center Conference Room (LE 227)

1. Reviewed 4-23-13 Minutes – OK for posting
2. Professional Development Day:
  - a. Discussion based on Fall 2013 PDD started. A draft agenda was designed to take to the next meeting with EVC president with SD chair. It was decided that the chair of the committee send out the Fall 2013 PDD announce at least a week before summer break.
3. Approved Applicant's Conference/event Reports: All reports will be placed in the Staff Development "To Read" box in LE 227 until May 20, 2013.
  - a. Nasreen Rahim for \$500
  - b. Nahareen Rahim for \$250
  - c. Sravani Banerjee for \$500
  - d. Lana Strickland for \$500
  - e. Charlie Kahn Lomax \$500
  - f. Rob Knight \$500
  - g. Eric Moberg \$250
  - h. Joy Chase for \$250
  - i. Paul Human Chase for \$250

Other

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
September 22, 2013  
Technology Resource Center LE-227**

Members present: Karen Fray, Tina Shaner, Nasreen Rahim Ambica Gill, and Abdie Tabrizi, Hai Nguyen

Absentees: Barbara Tisdale, Shashi Naidu, Savander Parker, Helen Han

- I. Reviewed 9-10-12 Minutes – OK for posting
- II. Welcome to Karen Fray. We are delighted to have her in the staff development committee.
- III. Update from meeting with the president shared. Nasreen Rahim shared the gist of the meeting:
  - i. President Yong mentioned that the January 2014 could be a combined District PDD.
  - ii. He received the evaluation copy of Spring PDD. Based on the evaluation, he agreed to make the morning session more interactive.
  - iii. He agreed on sending out PDD draft (hosted in EVC) before the last week of the semester.
- IV. Committee members discussed at length on making the future PDDs more interactive and lively. They all provided input and decision was made to make part of the PDD morning Welcome and Introduction more interactive by using brief video presentation so there will be time for the audience to ask questions to the presenters who will be available after the video presentation.
- V. Fall PDD presentation on ‘Dealing with Unstable Students on Campus’ received a heated conversation among the committee members. The committee felt the presentation should lead now towards how instructors could protect themselves from disruptive and threatening students.

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
October 8, 2013  
Technology Resource Center LE-227**

Members present: Karen Fray, Tina Shaner, Nasreen Rahim, and Abdie Tabrizi, Hai Nguyen, Barbara Tisdale

Absentees: Shashi Naidu, Savander Parker, Helen Han, Ambica Gill,

- I. Reviewed 9-22-12 Minutes – OK for posting
- II. Public comment on calling Sam Ho to find out about medical marijuana policies of the district. Also, find out policies set by campus police.
- III. The committee discussed about the possibilities of getting back the Ombudsman position which used to be a reassigned time position. The possibilities of keeping records of disturbed students for faculty reference if it does not violate the student confidentiality.
- IV. The total amount of staff development funds spend until the June 2013 fiscal year is \$8,909.33. Of the allotted amount of \$10,000.00 for the Fall 2013 semester, approximately, \$3,500.00 has been approved and more on the way.
- V. Karen Fray is exploring to help with the SD Handbook and website.
- VI. Also, discussed about the number of PDD that the district is planning for the future and that the January PDD is optional while the March (Spring) PDD is required.
- VII. Staff development funds approved by committee:
  - A. Nancy Wambach
  - B. Helen Han
  - C. Beverly Stewart
  - D. Ken Morgan
  - E. Kathy Jasper
  - F. Diane Soriano
  - G. Joy Chase
  - H. Lisa Bell
  - I. Hanh Deng
  - J. Shelley Blackman
  - K. Rita De La Cerda

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
November 12, 2013  
Technology Resource Center LE-227**

Members present: Tina Shaner, Nasreen Rahim, and Savander Parker, Ambica Gill, and Helen Han,

Absentees: Shashi Naidu, Hai Nguyen, Barbara Tisdale, Karen Fray, and Abdie Tabrizi

- I. Reviewed 10-22-12 Minutes – OK for posting
- II. Staff development funds requests have been approved by the SDC members:
  - A. Felicia Perez
  - B. Arturo Villarreal
  - C. Frank Espinoza
  - D. Randy Pratt
  - E. Minerva Duke
  - F. Jory Segal
- III. Discussion on disruptive students and what policies exist for EVC continued. The Occupational Therapist information from the Mental Health Organization (R.E.A.C.H) was received from Savander Parker. The SD Chair, Nasreen Rahim, met with President Yong who has given his total support to go ahead with the partnership procedure. He has requested the SD Chair to inform him of the expenses involved for both ongoing partnership as well as PDD presentation for January 24.
- IV. Committee further discussed about the Mental Health Organization (R.E.A.C.H) and ongoing connection to provide mental health services to students. Explore the following issues or questions:
  - i. What is considered a dangerous situation?
  - ii. How to diffuse a potentially hostile situation?
  - iii. What are policies and procedures exist (find from Police Chief, Ray Agguire)?
  - iv. Revisit the policies and roll out resolution at the Academic Senate before the end of Fall 2013
- V. The SD Chair was contacted by Judy Rookstool sometimes this week with regards to issues around promoting civility through the staff development committee (EVC website, online workshop, etc.). However, the committee members unanimously agreed not to proceed with this because of the following reasons:



- i. The current energy of the committee will be totally focused on helping the disruptive students and protecting the EVC employees from potential danger arising from disruptive students
- ii. They do not consider this to be within the scope of the charter of the Staff Development Committee and its responsibilities

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
November 22, 2013  
Technology Resource Center LE-227**

Members present: Tina Shaner, Nasreen Rahim, and Savander Parker, Ambica Gill, and Helen Han, Shashi Naidu, Hai Nguyen, and Abdie Tabrizi  
Absentees: Barbara Tisdale and Karen Fray,

- VI. Reviewed 10-22-12 Minutes – OK for posting
- VII. January PDD Planning
  - A. Draft of PDD sent to President Yong on November 18. Waiting for his input and also input of other deans.
- VIII. Staff development funds requests have will remain in the Fund Request box for SDC members in the box in LE-227.
- IX. The SD Chair was contacted by Judy Rookstool sometimes this week with regards to issues around promoting civility through the staff development committee (EVC website, online workshop, etc.). However, the committee members unanimously agreed not to proceed with this because of the following reasons:
  - i. The current energy of the committee will be totally focused on helping the disruptive students and protecting the EVC employees from potential danger arising from disruptive students
  - ii. They do not consider this to be within the scope of the charter of the Staff Development Committee and its responsibilities

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
December 10, 2013  
Technology Resource Center LE-227**

Members present: Helen Han, Nasreen Rahim, Barbara Tisdale, Shashi Naidu, Ambica Gill, Savander Parker, and Abdie Tabrizi  
Absentees: Hai Nguyen and Tina Shaner,

- X. Reviewed 11-26-12 Minutes – OK for posting
  
- XI. Fall PDD evaluation analysis on Survey Monkey tool
  - A. Discussed briefly and committee suggested attaching time limit for each presenters in the future PDD flyer. Most presenters have the habit of exceeding their speech time limit.
  - B. Fall PDD: Items on evaluating food (breakfast and lunch) should be deleted from the survey in the future.
  - C. PDD program: Committee discussed about the importance of putting the PDD program (draft form) together before semester ends and sending it out to all campus at least a week before the end of Spring and Fall semester.
  - D. The chair of SD, Nasreen Rahim, will share this with President Yong.
  
- XII. Approved Applicant's Conference/event Reports
  - i. All reports will be placed in the Staff Development "To Read" box in LE 227.

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
February 12, 2014  
Technology Resource Center LE-227**

Members present: Barbara Tisdale, Shashi Naidu, Tina Shaner, Nasreen Rahim Ambica Gill, and Savander Parker,  
Absentees: Helen Han, and Abdie Tabrizi

- I. Reviewed 12-10-13 Minutes – OK for posting
- II. Professional Development Day: The committee discussed the results that was analyzed from the evaluation of January 2014 PDD. An important suggestion was **not to** invite outside presenters with money but to use our own faculty and staff. Another item emphasized was to allow more time for concurrent sessions. Therefore, more presentation time will be implemented at the next PDD.
- III. Spring PDD: This will be held in EVC on Friday, March 14. The committee members discussed the ‘Student success initiative’ at length. It was Tina Shaner who brought this topic in light since it will impact faculty loading due to class enrollment. Shaner would like this issue be clarified at the spring (April 12) PDD by the president in his speck with QA sessions from the audience.
- IV. Funding: Discussed about SJCC’S funds. The chair, Nasreen Rahim, informed the committee about her discussion with President Yong regarding the possibilities of EVC receiving SD funding for faculty to attend conferences, etc. The president assured that he will make provisions for \$1000.00 dollars per faculty to attend conferences and workshops. The committee decided on \$500.00 for f/t and 250.00 for p/t.
- V. Other: The California Community Colleges Urges Your Support of AB 2558

The following information was shared with the committee:  
AB 2558, as introduced, Williams. Community colleges: faculty and staff development. Existing law establishes the Community College Faculty and Staff Development Fund, to be administered by the Board of Governors of the California Community Colleges, for purposes of providing state general funds to community colleges for supporting locally developed and implemented faculty and staff development programs. Existing law requires the board of governors to annually allocate funds appropriated for these purposes to each community college district whose chief executive

officer has submitted to the Chancellor of the California Community Colleges an affidavit that includes specified information. Existing law limits the allocation a community college district can receive from the Community College Faculty and Staff Development Fund to a maximum of 2% of the community college district's fiscal year revenues for the prior fiscal year.

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
February 25, 2014  
Technology Resource Center LE-227**

Members present: Barbara Tisdale, Shashi Naidu, Tina Shaner, Nasreen Rahim, Helen Han, and Abdie Tabrizi

Absentees: Ambica Gill, Savander Parker,

- I. Reviewed 2-12-14 Minutes – OK for posting
- II. There has been an ongoing discussion on student behavior both in the Academic Senate and Staff Development committee by faculty in both committees. Academic Senate has formed a sub-committee with Rick Wagner taking the leadership. The information on Developing and Implementing a Student Behavior Management Program that came out of counseling was shared with the SDC.
- III. Spring PDD: This will be held in EVC on Friday, April 12. The committee members discussed the ‘Student success initiative’ at length. It was Tina Shaner who brought this topic in light since it will impact faculty loading due to class enrollment. Shaner would like this issue be clarified at the spring (April 12) PDD by the president in his speck with QA sessions from the audience. The other issue was to address the student behavior related topic. The committee members requested among other PDD workshops to include employee safety workshop. Also President Yong suggested SD Chair to share his request to invite a keynote speaker, Gail Rice and Dixie Fisher to present on Student Success. Committee members asked to review what their presentation would cover.
- IV. Funding: Staff Development Although little monetary support have been provided for professional development for almost a decade, it is only beginning the last fiscal year that some funds have been trickling in beginning last fiscal year. EVC Staff Development Committee has been diligent in distributing the funds among both faculty and staff (not just focused primarily on faculty) to ensure a positive environment for students.
- V. Approved Applicant’s Conference/event Reports: All reports will be placed in the Staff Development “To Read” box in LE 227 until May 20, 2014:
  - i. Susana Machado
  - ii. Helen Han
  - iii. John Carrion

iv. Sravani Banerjee

Other:

Staff Development meetings for Spring 2014: February 11 and 25; March 11 and 25;  
April 8 and 22; May 13

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
March 11, 2014  
Technology Resource Center LE-227**

Members present: Ambica Gill, Savander Parker, Nasreen Rahim, Helen Han, Shashi Naidu, and Abdie Tabrizi  
Absentees: Barbara Tisdale and Tina Shaner

- I. Reviewed 2-26-14 Minutes – OK for posting
- II. There has been an ongoing discussion on student behavior both in the Academic Senate and Staff Development committee by faculty in both committees. Academic Senate has formed a sub-committee with Rick Wagner taking the leadership. The information on Developing and Implementing a Student Behavior Management Program that came out of counseling was shared with the SDC.
- III. Spring PDD: This will be held in EVC on Friday, April 12. The committee members discussed the ‘Student success initiative’ at length. It was Tina Shaner who brought this topic in light since it will impact faculty loading due to class enrollment. Shaner would like this issue be clarified at the spring (April 12) PDD by the president in his speck with QA sessions from the audience. The other issue was to address the student behavior related topic. The committee members requested among other PDD workshops to include employee safety workshop. Also President Yong suggested SD Chair to share his request to invite a keynote speaker, Gail Rice and Dixie Fisher to present on Student Success. Committee members asked to review what their presentation would cover.
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- V. Approved Applicant’s Conference/event Reports: All reports will be placed in the Staff Development “To Read” box in LE 227 until May 20, 2014:

Other:

Staff Development meetings for Spring 2014:

February 11 and 25; March 11 and 25; April 8 and 22; May 13



**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
March 25, 2014  
Technology Resource Center LE-227**

Members present: Karen Fray, Helen Han and Tina Shaner

Absentees: Savander Parker, Uyen Mai, Abdie Tabrizi, Barbara Tisdale, Ambica Gill

- I. Reviewed 3-11-14 Minutes – OK for posting
- II. Spring PDD – March 14, 2014: Discussed the evaluation of the Spring 2014 PDD. Over all, it was a huge success. The presentation on the success story of Desiree Victor, EVC Alumni from EVC's Foster care Program received standing ovation from the entire audience. An important feedback is to offer more workshops for classified. Committee members suggested to connect with Jan Tomisaka, CSEA President. Coordinate with TLC to provide the most popular and in demand workshops (Student behavior, David Eisenberg's presentation, Melody Barta's presentations, and non-violent communication). Bigger facilities for Zumba and Yoga (if possible). More library and other field trips on PDD.
- III. Strategies for Fall 2014 PDD: Send request for proposal form soon. President Yong taken the responsibility to invite presenter, Dr. Gail Rice, Director of Faculty Development, Loma Linda University.
- IV. Professional Development Funding Opportunity: President Yong added \$5,000.00 for the summer conference attendance since there was no SD funds left for this fiscal year
- V. Approved Applicant's Conference/event Reports: All reports will be placed in the Staff Development "To Read" box in LE 227 until May 20, 2014:
  - i. Nancy Wambach
  - ii. Randy Pratt
  - iii. Maria Antoinette

Other:

Staff Development meetings for Spring 2014:

February 11 and 25; March 11 and 25; April 8 and 22; May 13

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
April 8, 2014  
Technology Resource Center LE-227**

Members present: Barbara Tisdale Nasreen Rahim, Helen Han, Shashi Naidu, and Abdie Tabrizi

Absentees: Ambica Gill, Savander Parker and Tina Shaner

- I. Reviewed 3-25-14 Minutes – OK for posting
- II. Brainstorm Fall PDD (August 28 and 29) agenda and decided on the theme of ‘Student Success is our Goal.’
- III. Strategies and suggestions for Fall 2014 PDD
  - i. President Yong to invite speaker: Gail Rice EdD, RN, CHES, Loma Linda University, Director of Faculty Development
- IV. Funding: Staff Development Although little monetary support have been provided for professional development for almost a decade, it is only beginning the last fiscal year that some funds have been trickling in beginning last fiscal year. EVC Staff Development Committee has been diligent in distributing the funds among both faculty and staff (not just focused primarily on faculty) to ensure a positive environment for students.
- V. Approved Applicant’s Conference/event Reports: All reports will be placed in the Staff Development “To Read” box in LE 227 until May 20, 2014:
  - i. Sylvia Min
  - ii. Nasreen Rahim
  - iii. William Nguyen

Other: Nasreen Rahim has been nominated for another term to continue as the Staff Development Chair (2014-2016)

Staff Development meetings for Spring 2014:

February 11 and 25; March 11 and 25; April 8 and 22; May 13

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
April 22, 2014  
Technology Resource Center LE-227**

Members present: Nasreen Rahim, Helen Han, and Tina Shaner  
Absentees: Shashi Naidu, Ambica Gill, Savander Parker, Barbara Tisdale and Abdie Tabrizi

- I. Reviewed 4-8-14 Minutes – OK for posting
- II. Reviewed draft of Fall PDD (August 28-29): The committee approved the Friday, August 29 keynote speaker, Gail Rice and Dixie Fisher to present on Student Success. They also agreed on the brief updates from the AFT 6157, Academic Senate, CSEA, and MSC at the Thursday morning Welcome event.
- III. Approved Applicant's Conference/event Reports: All reports will be placed in the Staff Development "To Read" box in LE 227 until May 20, 2014:
  - i. Vicki Brewster
  - ii. Arturo Villarael

Other:

Staff Development meetings for Spring 2014:

February 11 and 25; March 11 and 25; April 8 and 22; May 13

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
May 13, 2014  
Technology Resource Center LE-227**

Members present: Ambica Gill, Savander Parker, Nasreen Rahim, Helen Han, Barbara Tisdale and Tina Shaner

Absentees: Shashi Naidu, and Abdie Tabrizi

- I. Reviewed 4-25-14 Minutes – OK for posting
- II. Fall PDD draft, and the 8 workshop proposals shared with committee members. Focus on:
  - i. Thursday: SLO/CurricuNet
  - ii. Friday: Keynote speakers Gail Rice and Dixie Fisher
- III. Staff Development Funds update
  - i. District budget office has new people which has slowed the reimbursement process
  - ii. Book close on June 30 for 2013 and 2014 fiscal year
- IV. Meeting schedule for Fall 2014: Sept. 9 and 23; Oct. 8 and 25; Nov. 11; Dec. 9

Other:

Staff Development meetings for Spring 2014:

February 11 and 25; March 11 and 25; April 8 and 22; May 13

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
September 9, 2014  
Technology Resource Center LE-227**

Members present: Ambica Gill, Savander Parker, Nasreen Rahim, Helen Han, Barbara Tisdale and Tina Shaner

Absentees: Shashi Naidu, and Abdie Tabrizi

- I. Reviewed 5-13-14 Minutes – OK for posting
- II. Reviewed Fall 2014 PDD Evaluation: Over all positive comments and seemed to be a success. However, the committee again emphasized on not spending on outside presenters. Their experience as well as the evaluation did not show much enthusiasm for outside presenters.
- III. Staff Development Funds update: So far \$12,000.00 has been granted for 2014-2015 fiscal year. Effective fall 2014, Staff Development funds maximum amount per person per academic year will be \$500 f/t and \$250.00 p/t employees (faculty and staff), available until funds are expended according to parameters of each fund.
- IV. State news on Staff Development: Will be presented to academic senate meeting on 9-16-14 for vote to endorse

Other:

Staff Development meetings for Fall 2014: Sept. 9 and 23; Oct. 8 and 25; Nov. 11; Dec. 9

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
September 23, 2014  
Technology Resource Center LE-227**

Members present: Ambica Gill, Savander Parker, Nasreen Rahim, Helen Han, Barbara Tisdale and Tina Shaner

Absentees: Shashi Naidu, and Abdie Tabrizi

- I. Reviewed 9-9-14 Minutes – OK for posting
- II. State news on Staff Development:
  - i. EVC Academic Senate had a majority vote to endorse AB 2558 on 9-16-14. AB 2558 revises current statute to establish the Community College Professional Development Program and authorizes the use of state money for those activities if it becomes available through the budget. It also clarifies that districts that participate in the Community College Professional Development Program must provide professional development opportunities to other staff as well as faculty.
  - ii. Governor signed AB 2558 but there is significant work ahead according to LeBaron Woodyard, Dean, Academic Affairs, Chancellor's Office California Community Colleges
- III. Staff Development Funds Request Forms for Fall 2014
  - i. John Carrion f/t faculty for \$500.00 conference on 11-21-14
  - ii. Maria M. Antonini de Pino p/t faculty for \$250.00 conference on 10-23-14
  - iii. Randy Pratt f/t faculty for \$500.00 conference on 10-11-14
  - iv. Nancy Wambach f/t faculty for \$500.00 conference on 10-2-14
  - v. Arturo Villarreal f/t faculty for \$500.00 conference on 12-2-14 (Out of country-needs board approval)
  - vi. Vicki Brewster f/t classified for \$198.00 for

Other:

Staff Development meetings for Fall 2014: Sept. 9 and 23; Oct. 8 and 25; Nov. 11; Dec. 9

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
October 14, 2014  
Technology Resource Center LE-227**

Members present: Ambica Gill, Savander Parker, Nasreen Rahim, Helen Han, Shashi Naidu, and Abdie Tabrizi

Absentees: Barbara Tisdale and Tina Shaner

- I. Reviewed 9-23-14 Minutes – OK for posting
- II. Committee provided more input to create the January PDD draft for Nasreen’s meeting with President Yong to initiate January 2015 PDD (Friday, January 23, 2015)
- III. Staff Development Funds Request Forms for Fall 2014
  - i. Sravani Banerjee f/t faculty for \$500.00 conference on 10-08-14 (approved)
  - ii. Sylvia Min f/t faculty for \$500.00 (approval pending)
  - iii. Nasreen Rahim f/t faculty for \$500.00 (approval pending)
  - iv. William Nguyen f/t classified for \$500.00 (approval pending)
- IV. Plan Christmas party: The committee decided to fix date and time with Academic Senate’s end of the year party

Other:

Staff Development meetings for Fall 2014: Sept. 9 and 23; Oct. 14 and 30; Nov. 20; Dec. 4

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
October 25, 2014  
Technology Resource Center LE-227**

Members present: Ambica Gill, Savander Parker, Nasreen Rahim, Helen Han, Barbara Tisdale and Tina Shaner

Absentees: Shashi Naidu, and Abdie Tabrizi

- I. Reviewed 10-8-14 Minutes – OK for posting
- II. Staff development meetings moved to 2<sup>nd</sup> and fourth Thursdays instead of Tuesdays
- III. Staff Development Funds Request Forms for Fall 2014
  - i. William Nguyen f/t classified for \$318.00 (approval pending)
- IV. President will fund for Spring 2015 (additional \$6000 Approx.)
- V. The committee decided to fix date and time with Academic Senate's end of the year party on Tuesday, Dec. 11, 4pm at MegaByte

Other:

Staff Development meetings for Fall 2014: Sept. 9 and 23; Oct. 14 and 30; Nov. 20; Dec. 4



**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
November 11, 2014  
Technology Resource Center LE-227**

Members present: Nasreen Rahim, Helen Han, and Barbara Tisdale  
Absentees: Shashi Naidu, Tina Shaner, Abdie Tabrizi, Ambica Gill, and Savander Parker

- I. Reviewed 10-30-14 Minutes – OK for posting
- II. Reviewed Jan 2015 PDD Agenda: Meeting with President Yong on Tuesday, November 26 at 1pm to discuss January PDD agenda. Committee suggested to add at least one classified only activity in the morning session that is more geared towards their needs.
- III. Staff Development Funds update: President Yong has confirmed another \$10,000.00 for staff development. This allows us to promote staff development funds availability for the 2014-2015 fiscal year.
- IV. SD funds request forms to approve for Fall 2014:
  - i. Emily Bahn f/t faculty for \$282.22 (approval pending)
  - ii. Steve Matusow p/t faculty \$250.00
  - iii. Uyen Mai p/t faculty \$250.00

Other:

Staff Development meetings for Fall 2014: Sept. 9 and 23; Oct. 14 and 30; Nov. 20;  
Dec. 4

**Evergreen Valley College  
Staff Development Committee  
Meeting Minutes  
December 4, 2014  
Technology Resource Center LE-227**

Present: Karen Fray, Helen Han, and Nasreen Rahim  
Absentees: Abdie Tabrizi, Ambica Gill, Savander Parker, and Hai Nguyen

- I. Reviewed 11-11-14 Minutes – OK for posting
- II. Staff Development Funds update: President Yong has confirmed another \$10,000.00 for staff development. This allows us to promote staff development funds availability for the 2014-2015 fiscal year.
- III. SD funds request forms to approve for Fall 2014:
  - i. Minerva Duke
  - ii. Felicia Perez
- IV. Reviewed Jan 2015 PDD Agenda: Shared draft based on input from meeting with President Yong on Tuesday, November 26 at 1pm
- V. Committee suggested: Allowing the morning sessions for the Executive committee updates (Unions, Senate, etc.) beginning of the academic year in the Fall 2014 PDD
- VI. SDC Meeting day change: The decision was made to change the day from Tuesday to Thursday (1st and 3rd) beginning Spring 2015.

Other:

Staff Development meetings for Fall 2014: Sept. 9 and 23; Oct. 14 and 30; Nov. 20;  
Dec. 4