STAFF DEVELOPMENT COMMITTEE
APPROVED MINUTES

March 5, 2002

MEMBERS PRESENT:
Ralph Silva, Merced College
Angela Fielder, Merced College
Regina Poynor-Brown, San Joaquin Delta College
Jeff Wynn, San Joaquin Delta College
Shawna Cramton, Yosemite Community College District
Martha Davis, Modesto Junior College
Charles Rice, Columbia College
Tina Drain, CSU Stanislaus
Jaque Forte, CSU Stanislaus
Marcella Rodgers-Vieira, Executive Director

MINUTES:
February 5, 2002, minutes approved

REVIEW OF ENTERTAINMENT
Decades were chosen by each college. Merced College – 1950’s, Stanislaus 70’s, YCCD 20’s, Delta 40’s, Columbia 90’s, MJC 80’s. The Gong Show skits event was selected for the first big entertainment piece put on by the facilitators. The event will be facilitated and coordinated by Tina Drain. Individual icebreakers will be chosen before and discussed at the next meeting, along with skits for the Gong Show.

RESPONSIBILITY ASSIGNMENTS
Martha and Shawna have leads and will both try to get notepads. If we get extra we will have them for next year. Shawna will be the Jr. facilitator to take over the web page updating. Regina will hand off information from the past years to Shawna. Tina to bring digital camera to help with picture taking at Asilomar. Merced will decide on third van driver at the first participant meeting, will report at the next meeting. Jr. facilitators prepare a list of participants, as they are responsible for their own campus’ head count at each stop. Angela, Shawna, and Tina to ride to Asilomar in Delta van. Facilitators to tag all of their luggage with their name. The luggage will then be loaded into Columbia van and kept for easier access than the bus. Tina Drain to chair tours,
Charles Rice and Shawna to be tour guides upon arrival at Asilomar. Jeff and Martha to conduct reception set up. Martha and Charles will provide the background music for the reception. Facilitators to ask their participants for musical talents. Also, all facilitators need to stack chairs in reception so participants will mingle. Jaque to ride on bus and facilitate entertainment.

PARTICIPANT LIST
Each campus’ list of participants to be submitted to Angela by Friday March 15, and Angela will compile and forward to Marcella.

SELECTION CRITERIA
Jaque to help Marcella with summary of criteria. CSU Stanislaus had issues for clarifying classified employee titles. Marcella to bring to board and get clarification on full and part-time employees, probation, etc. Criteria part 1 and maybe a notation for CSU’s. In the developmental stages. Tentative criteria list points: 1. First time participants, 2. Alternates from previous years get priority, 3. Time stamped, 4. Hire date, 5. Department Involvement, 6. Gender and ethnic percentages reflective of existing staff. All campuses to submit by email, stats of gender and ethnic balanced staff to Marcella by March 15, 2002.

OTHER
Bring ideas for bus seating ice breaker to next meeting. Jaque and Angela to do morning walk at Asilomar and will announce to participants at retreat. Ralph will bring approximately 5 movies to next meeting to choose for the bus ride. Discussion of each campus’ video to be finished by the morning of the retreat and will be viewed on the bus ride. Angela will update bulleted list for first meeting with participants. Facilitators to wear campus shirts on retreat.

Respectfully Submitted,

Angela Fielder
Merced College