CLASSIFIED STAFF DEVELOPMENT COMMITTEE
APPROVED MINUTES

April 9, 2002

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

MINUTES
March 5, 2002, minutes approved as submitted.

CAMPUS PARTICIPATION COUNT
Angela distributed copies of the current participant list. CSU Stanislaus and Columbia College each submitted Angela a list of their campus participants. Angela will make the additions to the participant list and distribute the updated document at the May meeting.

GENDER/RACIAL BREAKDOWNS OF COLLEGES & UPDATE FROM BOARD MTG.
Marcella said that things are going great with CSU Stanislaus. Collection of the data from each college should be completed for the next Board meeting, scheduled for April 24. This item should be on the agenda for the next Staff Development Committee meeting on May 14.

TOURS UPDATE
Tina obtained brochures for the tours. Tina will conduct the coastal trail, Shawna will conduct the ocean tour. Charles will conduct the dunes tour. Shawna may also conduct the architecture tour, that decision will be made no later than the June meeting.

MOVIE FOR BUS
Ralph will bring a list of possible titles to the May meeting.
**LUGGAGE TAGS AND DOOR SIGNS**
Shawna presented samples of the door signs and luggage tags to the committee. The group thought they were very nicely done.

**ICE BREAKER ACTIVITIES**

a) Bus Buddy Grouping Activity- Jacque

b) Ice Breaker Session Assignments
   - Session 1- Everyone
   - Session 2- Merced College, “Name that Tune”
   - Session 3- YCCD/MJC- Decision to be made next meeting
   - Session 4- Delta College, “Happily Ever After”
   - Session 5- Columbia College, Decision to be made next meeting
   Note: Shawna & Martha may help with closing icebreaker.

c) Gong Show Practice
Tina distributed an outline for the Gong Show acts. There will be five acts with a final act at the bottom. Acts are to be no longer than 2 minutes each, and are as follows:
   - Act 1- Angela & Ralph, “Grease”
   - Act 2- Shawna, “Prohibition” (Gonged)
   - Act 3- Charles, “Unknown Comic”
   - Act 4- Regina & Jeff, To Be Decided by May meeting
   - Act 5- Martha, To Be Decided by May meeting

**REVIEW RESPONSIBILITY LIST**
All campuses must bring folders to next meeting. Every rep must bring copies for icebreakers.

**OTHER**
Marcella distributed an early sample draft for the Facilitator’s Handbook. The handout will be utilized by the committee beginning with the first meeting of the 2002/03 academic year. Breakout session topics are due no later than the June meeting. Regina emailed copies of the Snore Form. Each campus is to bring completed forms to the May meeting.

Reminders: Bring inspirational quotes/documents for participant folders
Next Meeting: May 14, 2002, CSU Stanislaus

Respectfully Submitted,

Charles Rice
Columbia College