Attendance: Shawna Bynum (Co-Chair), Fain Hancock (Co-Chair), Kristie Iwamoto, Karen Larsen, Rebecca Scott

Absent: Kelly McCann (finals)

1.0 Welcome

2.0 Adoption of Agenda – Change made to 5.7 (VP Giugni item added) – approved

3.0 Approval of Minutes – approved

4.0 Public Comment / Announcements – none

5.0 Actions / Discussion / Information Items

5.1 Spring Flex Day Update – faculty presenters approved. It was noted that there are nine presenters in the first session, eleven in the second session, and four in the third session. The committee agreed to move some sessions in order to improve overall balance of sessions offered. A Sharepoint session for beginners was suggested.
   ACTION ITEM: Rebecca will check with presenters about moving times.

5.2 2015/16 Flex Day Format – TED Talks format received positive feedback from faculty. The committee discussed the possibility of utilizing either one space or several smaller classrooms. The idea of a theme for the day was suggested.
   ACTION ITEM: Take draft/theme to Academic Senate with the request to send edits between now and February 2nd.

5.3 Sabbatical Update – none

5.4 Professional Development for Adjuncts - Rebecca would like to address this need and how the PDC can support.

5.5 Evaluation Process Edits – The union should have the edits tomorrow. If not, we must pull Kelly’s workshop from the Flex Day schedule. We discussed looking at eval process models at other colleges for ideas.

5.6 PDC Facilitated Senate Training – It was decided by the committee that the Academic Senate leadership should take the lead on this.
5.7 **Visit from VP Terry Guigni** – VP Guigni and the committee discussed the possibility of a possible added Flex Day. This day would be on a Friday and be for assessment only. It would be held in October and possibly again in April.

**ACTION ITEM:** PDC reps will bring this idea to the Executive Committee.

5.8 **Executive Committee Meeting Report** - Accreditation was discussed. Fain gave the PDC’s report.

5.9 **Staff Development Committee Report** – Staff Development Committee met and sent forward grant proposals. Some were sent to HSI committee.

**ACTION ITEM:** Rebecca will address PDC’s concerns that grant money was not getting to people.

6.0 **Upcoming Meetings:**
- February 5, 2015
- March 5, 2015
- May 7, 2015

7.0 **Adjournment** 11:11am