
Professional Development Committee Minutes

Location: [Zoom meeting](#)
Date: May 30th, 2023
Time: 3:30 p.m. – 5:00 p.m.

Who was in attendance: Lea Hald, Jessica Krug, Nick Fox, Dr. Kiersten Elliott, Erin O'Neill, Amanda De La Torre, Brian Rodas, Marissa Moreno, Maria Muñoz, Andrea de Brito (taking notes)

- I. Call to Order 3:38 p.m.
- II. Public Comments
- III. Check-in
- IV. Approve [minutes](#) by Erin and Jessica
- V. Dry tech run through of PD Day scheduled for August 21 at 11:00 am
 - a. MC's will have more to discuss with events
 - b. Good opportunity for the dance students to practice on JAMS stage and speak to events regarding lighting and music. **Action: Marissa-** will let them know once she has the students who will perform.
- VI. Continue discussing plans for Fall PD day
 - a. Update from NCORE meeting with Maria - Are share-out sessions possible?
 - i. Maria communicated the opportunity to Eartha Johnson. Eartha shared it with participants during the NCORE Pre-Conference Meet and Greet Zoom meeting on 5/24.
 - ii. Maria expressed to Eartha that participants would have to organize during the summer in preparation for PD Day.
 - iii. **Action: Lea** - will reach out to Maria and Eartha after June 5th to organize who the presenters will be.
 - b. Update on video that shows the day-to-day for Administrators/Managers, Classified, and Faculty.
 - i. **Action: Erin-** will finish it by tomorrow 5/31 and send out a bulletin to find participants.
 - c. Brian got us a quote for lunch.
 - i. Reached out to Allegra of Corsair Cafe for a summer bbq menu quote.
 - ii. Estimate for 350 people is \$11,668.62

- iii. Requested a taste testing with Dr. Jeffery. Also, asked Allegra for another menu option. **Action: Brian**-reach out to Allegra to schedule an appointment for this.
 - iv. Casablanca is a more affordable option but Corsair Cafe is more flexible to account for persons who do not RSVP.
 - v. Kiersten - Closer to 500 people for headcount.
 - vi. Brian- Maybe we can say 400 people and allow for some cushion from the vendor.
- d. Marissa has update about student dancers
 - i. Working on getting our student dancers and has been conversing with Lea.
- VII. Possible one hour meeting on June 6th for those who can make it?
 - a. To get more feedback on the poll and wrap up a couple of items.
 - b. **Action: Lea**- will send out a calendar invitation.
- VIII. Changes to state rules about meeting remotely to take effect in the Fall.
 - a. Only matters if you're voting and we currently only vote to approve minutes.
 - b. To be continued.
- IX. Faculty PD applications
 - a. Online Teaching Conference 2023
- X. 4:00 pm we will go to a [different Zoom link](#) to pitch our idea so far to Dr. Jeffery
- XI. Adjournment 4:30 p.m.

Next meeting: Maybe June 6th from 3:30-4:30?