Windward CC
Staff Development Meeting Notes.
March 14, 2006
Kuhina 106 3:00 pm

Present: Elizabeth Ratliff, Paul Briggs, Emi Troeger, Pam Dagrossa, Jean Okumura

Not Present: Toshi Ikagawa, Brian Richardson, Gerri Kabei, Weiling Landers, Kathleen French, Margaret Coberly, Kalani Meinecke, Alex Nikolaychuk, Letty Colmenares

1. Approval of Minutes from 2-7-06 Meeting. Handout
   a. Since there was not really a quorum, there was no approval of the previous minutes. Discussion will ensue at our next meeting.

2. Grants Report-Jean Okumura
   a. Nothing to report.

3. Staff Appreciation-Paul Briggs
   a. Nothing to report.

4. Women’s History Month-Kathleen French
   a. Nothing to report

5. Possible Presentation Topic-Alan Ragains
   a. Date will be April 21st from 1:30-3:30 pm in Akoakoa 107.
   b. No Assessment and there is an art opening on that day.
   c. Pam, Alan and Paul are on the subcommittee.
   d. Where will the money come from?
      i. Take it out of Programs portion of the budget
      ii. Estimate of less than $50.
   e. Ask Kathleen for leftover paper plates.
   f. Flyers and RSVP
      i. Alan will get the text and give it to us for the next meeting of our subcommittee.
      ii. Give the flyer and the receipts to Elizabeth Ratliff-Chair of the Programs Subcommittee.

6. Other items
   a. Paul Briggs will not be chair for the next academic year.
   b. Discussion ensued as to the possibilities for Staff Development Chair for next academic year.
   c. Paul Briggs will talk to the Deans about funding possibilities.

7. Next Meeting???
   a. Good idea to schedule it before April 21st, which is Alan’s presentation.
   b. The committee decided the meeting should be on April 18th at 3 pm in Hale Kuhina 106.