WCC Staff Development Minutes
January 16, 2007
Kuhina 106 8:45-9:45 AM

Present: Paul Briggs, Elizabeth Ratliff (Chair), Denice Kretz, Jane Uyetake, Brian Richardson, Toshi Ikagawa

1. Minutes of December 4, 2006 were approved unanimously.
2. Reports
   a. Grant’s Report-Alex is not here to give a report.
   b. Chair’s Report
      i. Staff Development has spent $1,976.05 as of the third quarter. There is $7,023.05 left to spend for the rest of the year so WCC faculty and staff is encouraged to spend as much money as possible by the end of the year.
3. NEW BUSINESS
   a. Election of New Chair
      i. Elizabeth Ratliff is going to have to step down as chair at least for this semester, due to her upcoming pregnancy.
      ii. Momi has decided to be the SD chair for the rest of the semester.
      i. Generally a successful event, number of participants was 63 during the morning workshops. Lunch session was very well attended. Most well attended workshop was Learning Communities (Leigh Dooley) with 44 participants. Elizabeth Ratliff felt that the last two Spring Convocations have been the best ever with lots of attendance. Major kudos to Jacquie Maly, Lilian Cunningham, Jerry St. James, Deetta Wilson for their help with the refreshments. Elizabeth Ratliff will send thank you letters to all of the presenters and the retirees who helped with the refreshments.
4. UNFINISHED BUSINESS
   a. March 2: Non-Instructional Day
      i. Survey-Review Results
         1. The Zoomerang Survey Results were given out to the SD Committee for the decision on what activity will occur on March 2nd. The most popular selection was a tour of Coconut Island (41 people).
         2. Another survey (Elizabeth Ratliff) will be sent out selecting which off-campus or on-campus activity will be preferable
            a. Coconut Island
            b. Kualoa Ranch-Hawaiian Cultural Sites
            c. Kahana Valley
            d. Windward Areas of Geological Interest
            e. Wellness Day On-Campus Activities
            f. Respondents will be asked to select off-campus or on-campus activities.
b. Jane Uyetake gave out a flyer advertising Learning Centered Innovations Workshops (one at WCC on 3-23-07)

5. NEXT MEETING