

**Minutes Faculty Staff Development Meeting
September 15, 2015 – 3:30 p.m. – Room 101a, Building A**

Present: Phil Louters, Janet Boone, Gretchen Bartelson, Steve Waldstein, and Sandy Bruns

1. Faculty Professional Development Purpose & Membership Information

Committee reviewed the purpose and membership information recommending the following changes in the membership.

- Faculty (from each division) – reduce from 6 to 4
- Part-time Faculty - remove as part-time faculty could be part of Faculty
- Members: remove Steven Youngs and add Jim Gaard

2. Building D and H Building Representative

With Steven Youngs no longer at the college, Phil stated that he had asked Jim Gaard if he would consider taking the position of Building D and H Representative. Steve will talk to Jim about assuming this position.

3. Faculty Staff Development Request Procedures

Sandy Bruns will forward the FY'16 Faculty Staff Development Request Procedures document to faculty.

Meeting adjourned at 3:55 p.m.

Respectfully submitted by Sandy Bruns