



**Faculty Senate Officers meeting with
Dean Merfalen Fall 2016/17.**

Minutes: August 19, 2016 11:15-12:30 p.m.

Location: Dean Merfalen's Office

I. Attendance:

II.

Faculty Senate Officers	attended	excused	absent	Proxy replacement
Amanda Diaz- President/At Large	√			
Johnny Alda - Vice President	√			
Kimberly Bunts-Anderson- Secretary/At Large	√			

Other Attendees: Dean Barbara Merfalen

III. Review/Adoption of Agenda

Formal Agenda not provided: Discussion centered on updates on Spring PD activities and planning for future PD activities

1. CPR TRAINING

Amanda Diaz- provided an update on Fall PD planned activity CPR training.

Dean Merfalen- stated that she had received the costings and would approve the budget.

Amanda Diaz- mentioned that the training could take 1 ½ days for those needing the full training and updates for those needing re-certification would take less.

Johnny Alda- stated that the price was very reasonable and it should be a very successful PD.

Johnny Alda- Then mentioned some alternative providers that could be considered. Discussion centered on the cost and services offered.

Johnny Alda and Dean Merfalen agreed that the current provider and quoted cost per-person was quite reasonable.

Dean Merfalen- stated that a general PD session as planned with useful training for all would be the best way of using the budget. And that unfortunately, there was not the money available to send people away for training and that generally the only trips scheduled were covered as part of a grant allotment.

Amanda Diaz- confirmed that the CPR Training would be scheduled for January 4th and 5th.

2. Spring Faculty PD

Dean Merfalen- asked about the results from the surveys and discussion tables conducted at the previous Spring Faculty PD session.

Kimberly Bunts-Anderson- **stated that they had collected a lot of information and data but now needed to review and analyze it.**

Amanda Diaz- said that hopefully we would be able to share some of the information collected in the next PD or perhaps during a scheduled college hour.

Kimberly Bunts-Anderson- mentioned that the Committee Update survey had only been completed by 31 people and that there seemed to be confusion on the part of staff as in general they did not complete the survey.

Dean Merfalen- said that committee work was the responsibility of all employees and that everyone should be participating in two.

Kimberly Bunts-Anderson- asked what would be the best way to get everyone to participate as the previous survey message appeared to indicate that completing the survey was an “optional consideration”.

Dean Merfalen- stated that the best way would be to ask IP David Attao to issue a directive to management so that they would then assure that all employees they supervised completed the survey.

Kimberly Bunts-Anderson- Thanked Dean Merfalen for her suggestion and agreed to contact IP David Attao.

Amanda Diaz- stated that they should try to arrange to meet with him the following week.

3. Scheduled Meetings with Dean

Dean Merfalen- stated that as it was the start of the semester now would be a good time to plan regular updates with the Faculty Senate. She suggested that the Faculty Senate Officers meet with her once a month on Fridays.

Everyone agreed.

Meetings were scheduled on the following dates:

1. September 30th, 2016.
2. October, 28th, 2016
3. November 18th, 2016
4. December 12th, 2016.

IV. Meeting Adjourned.