

SPD Committee Meeting – January 12, 2009
Central Campus 17/419
Minutes

Call to Order

Chair Leo Sloan called the meeting to order at 1:35 p.m.

Members present:

Leo Sloan, Shelly Reasbeck, Colleen Quinn, Julia Vattiato, Debbie Brecker, Jennifer Genus. Susan Rouse and Elizabeth Black from the HR-PD&T office were present to assist the committee.

Approval of the Agenda and Minutes

A motion to approve the minutes was made by Colleen Quinn and seconded by Shelly Reasbeck. Motion carried. A motion to approve the agenda was made by Shelly Reasbeck and seconded by Colleen Quinn.

Budget

Leo Sloan reviewed the budget.

Travel & Program

- Julia Vattiato made the motion and Shelly Reasbeck seconded the motion to approve all travel proposals.
- Colleen Quinn stated that 19T-195 had applied for 9 breakfasts, 9 lunches, and 9 dinners. It was unclear as to whether she will be using all 9 breakfast, lunch and dinners. The committee was unsure if the meal requests exceeded the conference dates.
- Julia Vattiato stated that 19T-158 and 19T-152 were also attending the same conference and had also submitted requests for 9 breakfast, lunch and dinners. She stated that they should only be paid for meals that were part of the conference agenda.
- Leo Sloan asked if the Professional Development and Training department could notify the travelers associated with travel proposals 19T-158, 19T-152 and 19T-195 that only meals will be paid that are associated with the conference dates. They asked that the room charges be clarified and requested that the travelers supply documentation when they submit their paperwork.
- Leo Sloan asked if there were additional comments and called for a vote on the motion to approve all travel proposals with the exceptions listed above. There was a unanimous vote and the motion carried.
- Leo Sloan said there had been discussion about conducting an email vote on the SPD travel proposals. He stated that it will be left the way it is with the SPD meetings being held in person.
- Leo Sloan stated that maybe the committee will hear before the next meeting if funding had been cut to the SPD travel budget.

Adjournment

Julia Vattiato made a motion to adjourn. Shelly Reasbeck seconded the motion to adjourn. The meeting adjourned at 2:08 p.m.