

**SPD Committee Meeting – October 9, 2006  
Central Campus 17/315  
Minutes**

**Call to Order**

Patrick Ellingham, chair, called the meeting to order at 1:35 p.m.

**Members present:**

Kyra Belan, Patrick Ellingham, Jerry Enloe, Barbara Klemm, Jennifer Phoonkeao, Leo Sloan, and Sue Rouse as Ex Officio for Staff Development.

**Approval of the Agenda**

A motion to approve the Agenda was made by Barbara Klemm and seconded by Jerry Enloe. The Agenda was unanimously approved as submitted.

**Minutes**

A motion to approve the September minutes was made by Jennifer Phoonkeao and seconded by Barbara Klemm. Motion carried.

**Budget Overview – Sue Rouse**

Sue Rouse reviewed the Budget Sheet noting that a \$179,070 balance remained in the Travel fund with \$27,957 in requests pending for October and an additional \$261 submitted after the deadline as 'hand carry' requests. There was a Program fund balance of \$92,681 and an additional \$9,957 from a continued September program (17P-4) plus \$26,136 in pending October requests.

**Old Business**

The committee reviewed and discussed continued program 17P-4 "Creating a Brighter Future". Discussion included grant writer availability through BCC's grants office vs paying outside writer, articulation questions, Board of Trustees ...expand and consultants ...expand. A motion to not recommend this program for funding was made and seconded.

**New Business**

No New Business

**Travel & Program**

There were 31 travel proposals and two program proposals reviewed by the committee. After a short discussion, it was established that all individual proposals were acceptable. A motion to 'blanket' recommend all travel proposals was made with a stipulation that those select few attending the same conference be required to share a car, unless they provide acceptable written justification for renting on their own. Motion carried.

17P-7 "Artistic Portrayals of Conviction, Courage and Collaboration":

Discussion regarding the Artist and his works was presented by Kyra Belan. Winston Thompson had provided Pat Ellingham with additional information about this program and he gave the committee a brief synopsis. A motion to recommend was made and seconded. Motion carried.

17P-6 "Effective Educational Podcasting on an Enterprise Level- Presenting the BCC iTunes University":

Discussion took place regarding last year's program 16P-6 "Enhancing Teaching and Learning Through Podcasting" submitted by Bob Buford and five campus faculty members. There was concern expressed about clarifying the laptop computers are not personal computers. Pat Ellingham stated he spoke with Kathy Lynn/Russ Adkins and Kathy advised she would log the computers in and out to each of the 'iLeaders'. A motion was made and seconded to recommend this program at a reduced amount to allow the purchase of only three computers (one for each campus). Motion carried.

**Adjournment**

The meeting adjourned at approximately 3:00 p.m.