

**SPD Meeting – December 5, 2005  
Central Campus 17/315  
Minutes**

**Call to Order**

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

**Members present:**

Lisa Badolato, Kyra Belan, Pat Ellingham (Chair), Caterina Lynch, Kathleen McGough, Colleen Quinn, April Townsend, Joy Vaughan-Brown and Ex-Officio: Lindsay Bartels, Sue Rouse, and Pat Senior from the Office of Staff Development.

**Approval of the Agenda**

A motion to approve the Agenda was made by April Townsend and seconded by Lisa Badolato and the Agenda was unanimously approved as submitted

**Minutes**

Patrick called for a motion to approve the November 14<sup>th</sup> minutes. April moved to approve and Colleen Quinn seconded. Motion carried.

**Budget Overview – Pat Senior**

Sue Rouse reviewed the Budget Overview sheet noting that there was \$71,279 remaining in the Travel fund with \$8,414 in requests pending for December. There was also a Program fund balance of \$115,913 with a tabled November program to consider (16P-5) in the amount of \$15,105. No new programs were submitted for consideration at the December meeting.

**New Business**

A motion was made by April to untable **Program 16P-5 proposed by Shouan Pan/Trish Joyce**

**Title:** *Learning Community Initiative: Participate in the 8th Nat'l Summer Institute on L.C. at Evergreen State College*

Lisa seconded and the full committee then discussed input received from Trish Joyce and Shouan Pan responding to four concerns raised by the committee at the November meeting. Issues one and two were addressed by submitting SPD Program Evaluations and Agendas from the 2004-2005 Evergreen Summer Learning Community Institutes. The third issue was addressed by providing a breakdown of students affected by the collegewide LCs as well as estimated new students to be affected during the next academic year. Finally, they responded to the question of how the "third wave" attending Evergreen will improve current support given to LCs by both Student Affairs and LRC staff. After a brief discussion of the material provided, the program was unanimously approved for \$15,605 which reflects an increase of \$500 to the amount requested based on the Budget Justification sheet submitted in the proposal.

To meet the quota needed for voting, all committee members agreed to review the **Travel Proposals** for December.

The committee recommended six of the seven proposals as presented and requested additional information be obtained from Jorge Guerra covering the substance of the breakout sessions at the *15th Annual Chair Academy International Conference* (Proposal 16T-145)). Kathleen McGough moved to table the proposal and April Townsend seconded.

Pat Ellingham recommended committee members begin thinking of new committee rules and guidelines for 2006-07.

**Adjournment**

The meeting adjourned at approximately 2:15 p.m.