

San Diego Mesa College
Conference and Travel Committee
Meeting Notes

April 20, 2017
1:00 pm – 2:00 pm in the LOFT

ATTENDEES	Andy MacNeill *	
	Ed Helscher *	
	Karen Geida - sabbatical	
	Mary Toste- absent, pr	
	Skyler Dennon *	
	Georgia Laris *	
	Gabriel Adona	
	Eva Parrill *	

Agenda Item A: Call to Order: By Andrew MacNeill at 1:00

DISCUSSION	<ul style="list-style-type: none"> • Welcome
-------------------	---

Agenda Item B: Approval of Minutes

DISCUSSION	Minutes from February 16 meeting were reviewed and approved
-------------------	---

Agenda Item C: Old Business

DISCUSSION	<ol style="list-style-type: none"> 1. Awards to date & Current budget status <ol style="list-style-type: none"> a. Current/Pending requests <ol style="list-style-type: none"> i. Mary Gwin was funded \$500 from department chairs ii. Mary Moore- have her send full application and TA form iii. Juliette Parker- have her send her TA form iv. Anne Geller- check if she used her funding b. We don't have any funds, but have 3 requests pending that we
-------------------	--

	<p>would otherwise fund</p> <p>2. National Conference on Race & Ethnicity in American Higher Education Conference</p> <p>a. Ed, Skyler, Andy and Eva reviewed applications and ranked the top 7 to receive funding to attend May 29 – June 3 from Equity Funds,</p> <p>b. There are 3 other people who are attending who received funding from their departments</p>
--	---

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item D: Pending Business

DISCUSSION	<p>1. Leftover funds from departments across campus</p> <p>a. Request form (Ed Helscher)</p> <p>b. Departments have about \$3000 left to distribute</p> <p>c. This helps to document where funding is coming from</p> <p>d. As we come to the end of the academic year, and departments are getting low on funds (use it or lose it), with the hopes of increasing the amount of people receiving funding</p> <p>e. Georgia- Is the flexibility and autonomy of disciplines being impacted? We should be mindful and considerate of this.</p> <p>f. Do we want to change anything on the form (as far as wording or asking for information)</p> <p>g. Add the budget number (to save one step for requesting that information)</p>
-------------------	---

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item E: New Business

DISCUSSION	<p>1. Budget talks: How much funding should we request next year?</p> <p>a. We've gotten requests for over \$34,000 and were able to fund \$10,000</p> <p>b. Student service areas may not have opportunities to ask for funds, as their conferences are during the span of time where funding has run out</p> <p>2. Nation Consortium on College Men of Color Work Group Meeting (CCREAL)</p> <p>a. This happens in San Diego, equity can fund 5 people to send.</p> <p>b. We can modify the NCORE application</p> <p>c. Do we need to modify the questions or rubric?</p> <p>d. The questions should remain the same-</p>
-------------------	---

	<p>e. What college/department goal will you attending this conference address? How will your attendance help to better serve students? How do you anticipate implementing the information How do you anticipate the knowledge you gain at this conference will impact the students you serve in your department? How do you anticipate the knowledge gained in this conference will address campus/department/service area goals? How does this fit into your department/service area’s goals?</p> <p>f. On the rubric- remove the last column about dean/supervisor’s approval</p> <p>3. Clarify/confirm our policy/guidelines for funding tuition/salary advancement & publish online</p> <p>a. If you are getting a grade or credit for it or certification, we don’t fund</p> <p>b. If you is for personal growth, we don’t fund it</p> <p>c. We don’t fund things for salary advancement</p> <p>d. There are other sources for this type of funding, with limiting funding we have to limit the requests that we fund</p> <p>e. Has to improve instruction or job performance, should be information/skill that you can bring back and share with colleagues</p>
--	--

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item F: Round Table

DISCUSSION	Changes in the future: we will have access to “pots” of money that we will award based on pre-defined criteria, we will determine whether the requests meet the criteria.
-------------------	---

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item G: Next meeting

DISCUSSION	Our next meeting is Thursday, May 18 2017; 1:00 pm – 2:00 pm, LOFT This is our last meeting of this academic year
-------------------	--

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Agenda Item H: Adjournment

DISCUSSION	<ul style="list-style-type: none"> Meeting was adjourned at 2:20 by Andy
-------------------	---

Next Meeting:

Submitted by: Ginger Davis, Senior Secretary, Administrative Support

Approved on: _____

DRAFT