The meeting was called to order at 3:01 p.m.

Guests: Barbara McNeice-Stallard
        Lance Heard

1. **May 4, 2011 Meeting Notes**

   Deb Distante pointed out a correction needed in the Budget Committee Update – VTAE should be changed to read VTEA. Meeting notes were approved as corrected.

2. **Budget Committee Update**

   Vice President Gregoryk had nothing to report. President Nixon said reports he is hearing from Sacramento indicate that the legislators are busy. The Governor’s May Revise is still predicated on approval of tax extensions. The President’s Advisory Task Force on Fiscal Planning meets tomorrow to receive recommendations from the four Vice Presidents. The Task Force will attempt to digest and synthesize that information into a single set of recommendations. Given what we know today in Sacramento, the worse case scenario (all-cuts budget) is not one upon which the College will focus; however, we still need contingency planning.

3. **Professional Development Coordination Plan**

   Professor Lance Heard said this is his first year as Professional Development Coordinator. He pointed out that professional development activities are initiated and provided by various individuals and groups across the campus. As a result, Professor Heard is proposing a strategy to coordinate and communicate these activities so everyone has access to programs needed to maintain and improve the quality of their work and personal well-being. He shared the strategy recommended by the Professional Development Council. The goal is to go forward with this plan. There were no objections from PAC members.

   Professional Development wants offerings to be based on needs and good research. As a result, Professor Heard requested permission to have a survey conducted to determine...
professional needs. Director McNeice-Stallard said the Research Office would be happy to assist with such a survey.

President Nixon thanked Professor Heard for his leadership. Because staff development doesn’t enjoy the funding that it has in years past, Dr. Nixon said we need to ensure that we use the funds available wisely. It is hoped that all professional development activities will be calendared and coordinated centrally.

Professor Kaljumagi suggested that, since the Professional Development Council reports to PAC, a monthly calendar be provided to PAC.

4. **ITAC Update**

ITAC has not met since PAC’s last meeting, so there is nothing to report.

5. **IEC Update**

Director McNeice-Stallard said IEC hasn’t met since PAC’s last meeting, so she has nothing to report.

6. **PAC Goals and Progress Report**

President Nixon reported that a sub-group of PAC met to match what PAC has accomplished this year with its 2010-11 goals. There were no suggested revisions; the document will be forwarded to IEC.

Dr. Nixon suggested that PAC goals should be added to the next agenda for review and possible revision for 2011-12.

7. **Annual Review of College Committees**

PAC members were given information provided by College Committees. Since so many committees still had to go through the Academic Senate, it was decided to table this item until the July meeting, when we should have a more complete document.

8. **Other**

- Copies of the Curriculum & Instruction Council’s progress report were distributed.
- This is the last meeting for John Nixon, Kristina Allende, Lisa Bastio, Xavier Padilla, and Dale Vickers. Dr. Bill Scroggins will replace Dr. Nixon and Richard McGowan will replace Kristina Allende. Other appointees are still to be determined.

9. **Next Meeting**

The next meeting will be held Wednesday, July 6, 2011, 3:00-4:30 p.m., in Founders Hall.

The meeting adjourned at 3:23 p.m.

JSN:dc