



**GOVERNANCE STRUCTURE GROUP REQUEST**

<b>Request submitted by:</b> John Tortarolo	<b>Date:</b> December 4, 2007
<b>Proposed Name of Requested Group:</b> Staff Development and Training Committee	

<b>Council</b>	<b>X</b>	<b>Committee</b>	<b>Subcommittee</b>	<b>Task Force</b>
<b>Action Requested:</b>		<b>Add</b>	<b>Delete</b>	<b>Change</b>

<b>Role, Products, Reporting Relationships:</b>					
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**Role:** Identify and assess staff development and training needs, recommend funding, and review outcomes.  
**Products:** A Staff Development and Training Plan for the application and distribution of Staff Development & Training funds.  
**Reporting Relationship:** Strategic Planning Council  
**Meeting Schedule:** 2nd Thursday of each month 10:30am – 12:00pm or as needed  
**Chairs:**

- ~~Vice President, Human Resource Services~~
- Coordinator, Faculty Professional Development

- Members:**
- One representative from the Professional Development Advisory Board
  - Two representatives from the Professional Growth Committee
  - One Senior Administrator from the Professional Development Advisory Board
  - One Faculty Member appointed by Faculty Senate
  - One Administrative Association Member appointed by AA
  - One Confidential/Supervisory Team Member appointed by CAST
  - One Classified Employee appointed by CCE

Reviewed by Strategic Planning Council: Comments:

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| 9/16/03 | First Reading                             |
| 10/7/03 | COMMITTEE DECLARED INACTIVE AS OF 10/7/03 |
| 12/5/06 | Reactivated                               |
| 5/1/07  | SPC approved Governance Structure changes |
| 12/4/07 | Revision approved                         |