

SUBMIT COMPLETED FORM TO PROFESSIONAL LEARNING COMMITTEE STAFF SUPPORT

Name Ellen Shaw Date 02/18/2025

Department Fiscal Email eshaw@marin.edu

Title of Activity: APAHE

☐ Meeting ☒ Conference ☐ Workshop ☐ Credit class ☐ Noncredit class ☐ Webinar

Sponsored by: APAHE

Location: 1001 Broadway, Oakland, CA . Oakland Marriot City Center ☒ In person ☐ Online

Dates of Leave: From 4/10/25 to 4/11/25 ☒ All day or hours al day

Describe the job-related benefit of this activity: (Include a web link or attach promotional materials for the event.)
the conference will provide the update information in the higher ed that will enrich the service of my current job.

After your event, you will be asked to complete a brief survey about the activity.

TITLE V FUNDING AUTHORIZED USES

Activities funded by Title 5 Staff Development Funds must be related to one of the following authorized uses. Please check all categories that apply.

- ☐ 1. Improvement of teaching
- ☒ 2. Maintenance of current academic and technical knowledge and skills
- ☒ 3. In-Service training for vocational education and employment preparation programs
- ☐ 4. Retraining to meet changing institutional needs.
- ☐ 5. Inter segmental exchange programs
- ☒ 6. Development of innovations in instructional and administrative techniques and program effectiveness.
- ☐ 7. Computer and technological proficiency programs.
- ☐ 8. Courses and training implementing affirmative action and upward mobility programs.
- ☒ 9. Other activities determined by the Board of Governors to be related to educational and professional development pursuant to criteria established by the Board of Governors of the California Community Colleges, including but not necessarily limited to programs designed to develop self-esteem.

BUDGET INFORMATION

All items must be completed or the form will be returned.

Roundtrip transportation:

Car: 91.20 miles @ 0.7 /mile = \$ 63.84

Airfare: \$ _____

Other: Parking \$51.00x2 \$ 102

Hotel: Your cost for _____ nights is \$ 0

Conference fee: \$ 600

Meals: \$ 25

Other Fees: \$ 16

Total travel cost: \$ 806.840

Amount to be paid from Staff

Development Funds: \$ 500.00

Difference to be paid from other funds \$ 306.84

Staff Development FOAP: 11100-51001-52000-675000

SIGNATURES

Ellen Shaw Feb 18, 2025

Employee's Signature Date

Approval signature on pg. 2

Supervisor's Signature Date

Chair, Professional Learning Committee Date

Asst. VP of Instruction, Budget Manager Date

Signature: Tony Clark
Tony Clark (Feb 21, 2025 11:06 PST)

Email: agclark@marin.edu