

SUBMIT COMPLETED FORM TO PROFESSIONAL LEARNING COMMITTEE STAFF SUPPORT

Name Jesse Klein Date May 14, 2024

Department Office of the President Email jklein@marin.edu

Title of Activity: LEAP 2024

Meeting Conference Workshop Credit class Noncredit class Webinar

Sponsored by: Asian Pacific Americans in Higher Education (APAHE)

Location: Kellogg West Conference Center and Hotel in Pomona, California In person Online

Dates of Leave: From July 9 to July 13 All day or hours _____

Describe the job-related benefit of this activity: (Include a web link or attach promotional materials for the event.)
This program would help enhance my understanding of AAPI cultural context in higher education. I hope to gain some skills to better support our President's office and colleagues as we continue to find innovative and equitable ways to serve and increase a diverse student/employee population at COM. I hope to share resources from this workshop with the Asian Pacific Islander Desi Americans (APIDA) student club, which I hope to see as one of the new learning communities at COM in the near future. 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: 60.6 miles @ .67 /mile = \$ 40.60

Airfare: \$ 300

Other: airport parking \$ 75

Hotel: Your cost for 4 nights is \$ 700

Conference fee: \$ 2250

Meals: \$ 150

Other Fees: \$ _____

Total travel cost: \$ 3515.60

Amount to be paid from Staff

Development Funds: \$ _____

Difference to be paid from other funds \$ 0

Staff Development FOAP: 11100-51001-52000-675000

SIGNATURES

Jesse Klein May 14, 2024

Employee's Signature Date

Jon Han May 14, 2024

Supervisor's Signature Date

* [Click here to sign](#) May 14, 2024

Chair, Professional Learning Committee Date

Asst. VP of Instruction, Budget Manager Date