



## MERRITT COLLEGE PROFESSIONAL DEVELOPMENT COMMITTEE MEETING

**DATE AND PLACE:** Tuesday, Dec 11, 2018, 9:00 – 10:30 AM, S-435

**OBJECTIVES:** Planning of the Jan.18th Flex Day

**AGENDA:**

1. Approval of Agenda
2. Minutes. Before the meeting please review the last minutes that Tom uploaded in the Outlook group files.
3. Planning Flex Day Friday Jan. 18th 2019
  - Voting on catering for Flex Day
  - Review of proposed workshops and presentations in Drafted schedule adding CurricuNet Training
  - Budget training workshops for classified
  - Discussion table topics and questions to be developed at the tables.
  - After-lunch forum about Equity or Campus safety (Drill).
  - Requesting business office tables for key and parking permit requests.
  - Student Lounge rental and IT request.
  - Decoration
4. Other items:
5. Adjournment

*The mission of Merritt College is to enhance the quality of life in the communities we serve by helping students to attain knowledge, master skills, and develop the appreciation, attitudes, and values needed to succeed and participate responsibly in a democratic society and a global economy.*