

Membership

Voting

Faculty

- John Rodriguez (Chair)
- Sun Young Ban
- 1 Seat Vacant

Administration

- Jason Holloway
- Doris Hankins
- 1 Seat Vacant

Classified Staff

- Margie Rubio
- Marisol Roque-Chaves
- Nancy Moreno

Non-Voting

- Jamila Saleh
(Bookkeeper)

Quorum

4 Voting Members

Professional Development Committee (PDC) Agenda

Regular Meeting

October 6, 2022 9:00am-10:00am

<https://us06web.zoom.us/j/85415342861>

- I. Call to Order – *1 min.*
- II. Agenda Review, Changes and Adoption – *2 min.*
- III. Approval of Minutes from September 15th meeting – *2 min.*
- IV. Action Items – *5 min.*
 - Determine an efficient mechanism to obtain prizes for Flex Day feedback (e.g., cash advance for five \$20 gift cards simultaneously? Or continue to rely on donations? How to get the prize to the raffle winner?)
- V. Standing Items – *35 min.*
 - Planning and organizing Fall Midsemester Flex Day Schedule (Online) (October 19th, 2022)
- VI. Old Business – *5 min.*
 - Identify and elect a Secretary/Note-taker
- VII. New Business – *10 min.*
 - Besides a Flex Day Workshop, how else can we spread the word about new Travel Request procedures?
 - Brainstorm ideas for a speaker for in-person Spring Flex Day.
- VIII. Announcements – *2 min.*
 - Merritt College gets to recommend two (2) individuals for a 2023-2024 sabbatical.
 - PDC website updates have been completed with regards to Membership and Sabbatical Handbook.
 - Between early November and Dec. 5th the faculty and administrators on PDC will need to review and rank sabbatical proposals.
 - Outreach in progress to fill faculty vacancy
- IX. Adjournment – *1 min.*
 - Next meeting October 20th, 9:00am – 10:00am, same Zoom link.
 - We will debrief Flex Day, plan Spring Flex Day (in person), and go over sabbatical reviewing and ranking procedures.