

Meeting Minutes**November 17, 2022****9:00am – 10:00am****Regular Meeting****Zoom ID: <https://us06web.zoom.us/j/85415342861>****MEMBERS:**

VOTING –			
x	John Rodriguez (Chair, Biology Faculty, Guided Pathways Pillar 4 Lead)		Chriss Foster (Dean of Liberal Arts & Social Sciences)
x	Sun Young Ban (Co-Chair of Math/Physical Sciences, Math Faculty)		Marie Amboy (Dean of Allied Health & Public Safety)
x	Margarita Baez (Counseling Faculty)	x	Margie Rubio (Next Up Program Manager)
x	Doris Hankins (Director of Student Activities and Campus Life)		Marisol Roque-Chaves (Admissions and Records Specialist)
			Nancy Moreno (Division III Staff Assistant)
NON-VOTING –			
x	Jamila Saleh (Bookkeeper)		

GUESTS: Inger Stark

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	<ul style="list-style-type: none"> Meeting called to order at 09:07 am. Quorum established. 	
II. Adoption of Agenda	Sun Young Ban moved to adopt the agenda. Seconded. Passed unanimously (5 in favor).	
III. Approval of Minutes	Approval of Minutes moved to December 1 st .	Moved to December 1 st .
IV. Action Items/ Presentations	<p>Spring 2023 Flex Day Planning- January 20, 2023</p> <ul style="list-style-type: none"> Estimate for 150 people for Breakfast and Lunch PDC Budget is \$61,202 as per Jamila. Speaker options: Ronit \$1.5K-2K Food Budget: \$6k. Breakfast up to \$3,500; Lunch up to \$2,500. Margie moved to approve budget. Seconded. Passed unanimously (5 in favor). Margie will get quotes for T-Shirts, and Décor. Flex day will be in-person, afternoon presenters will possibly have the option to offer hyflex. Ad Hoc PD Flex Planning Meeting: Tuesday, November 22nd 9:00am. 	<p>John will place order for breakfast and lunch.</p> <p>Margie will get quotes for T-Shirts and Décor.</p>
V. Standing Items	None	
VI. Old Business	<p>Raffle Winners</p> <ul style="list-style-type: none"> John will pull the raffle winners. <p>Ronit's Payment:</p>	

	<ul style="list-style-type: none"> • Jamila Saleh is currently working on finalizing the payment. 	<p>John will share the raffle winners with the committee via email. Jamila will finalize payment to Ronit for previous engagement.</p>
VII. New Business	<p>Sabbatical Reviews</p> <ul style="list-style-type: none"> • John Rodriguez will email them to the committee for review. 	John will email committee.
VIII. Announcements	<ul style="list-style-type: none"> • Next PDC meeting will be December 1st at 9:00am-10:00am. 	
IX. Adjournment	<ul style="list-style-type: none"> • Meeting adjourned at 10:07am. • Minutes submitted by Margarita Baez. 	