

Meeting Minutes**December 1, 2022****9:00am – 10:00am****Regular Meeting****Zoom ID: <https://us06web.zoom.us/j/85415342861>****MEMBERS:**

| VOTING – | | | |
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| x | John Rodriguez (Chair, Biology Faculty, Guided Pathways Pillar 4 Lead) | x | Chriss Foster (Dean of Liberal Arts & Social Sciences) |
| x | Sun Young Ban (Co-Chair of Math/Physical Sciences, Math Faculty) | x | 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) | | |
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GUESTS:

| AGENDA ITEM | DISCUSSION | FOLLOW-UP ACTION |
|------------------------------------|---|-------------------------|
| I. Call to Order | <ul style="list-style-type: none"> Meeting called to order at 09:04 am. Quorum established. | |
| II. Adoption of Agenda | Sun Young moved to amend agenda: change from \$1,100 to \$2,100 from Big Bois Empire. Marie moved to adopt the agenda with the changes. Seconded. Passed unanimously (7 in favor). | |
| III. Approval of Minutes | Sun Young moved to adopt the minutes from Nov. 3 rd with correction of deleting crossed out section. Seconded. Passed (6 in favor, 1 abstention). Sun Young moved to adopt the minutes from Nov. 17 th . Seconded. Passed (6 in favor, 1 abstention). | |
| IV. Action Items/ Presentations | <p>Approve up to \$3,600 for lunch from Pinx</p> <ul style="list-style-type: none"> Quote is for 150 people for Lunch Doris motioned to approve the budget up to \$3,600 for lunch. Seconded. Passed unanimously (7 in favor) <p>Approve up to \$750 for rental decorations from Party Time of Hayward</p> <ul style="list-style-type: none"> Doris motioned to approve the budget up to \$750 for rental decorations. Seconded. Passed unanimously (7 in favor) <p>Approve up to \$2,100 for custom T-shirts from Big Bois Empire</p> <ul style="list-style-type: none"> Doris motioned to approve the budget up to \$2,100 for T-shirts. Seconded. - | |

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| | <ul style="list-style-type: none"> • Doris motioned to amend the original motion to increase the approved budget up to \$3,000 for T-shirts. Seconded. Passed unanimously (7 in favor) <p>Decide on one of two T-shirt designs if we approve funding</p> <ul style="list-style-type: none"> • Design revision: Merritt College logo on a sleeve. Better Together PD design on the front. “We Change Lives” text in the back. PDC members name printed on the other sleeve. 50 white shirts/50 black shirts. <p>Determine which sabbatical applicant(s) will move on to Step Two.</p> <ul style="list-style-type: none"> • PDC members send Chair, John Rodriguez, Step One and Step Two of your ranking for the applicants. <p>Discuss Step Two procedure for sabbatical ranking</p> | Margie will request a revision for the t-shirt design. |
| V. Standing Items | <p>Checking in on action items from last meeting.</p> <ul style="list-style-type: none"> • Planning & Organizing Spring Flex Day Schedule. • | |
| VI. Old Business | None. | |
| VII. New Business | None. | |
| VIII. Announcements | <ul style="list-style-type: none"> • Next PDC meeting will be December 15th at 9:00am-10:00am. | |
| IX. Adjournment | <ul style="list-style-type: none"> • Meeting adjourned at 10:08am. • Minutes submitted by Margarita Baez. | |