

Meeting Minutes**April 20, 2023****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)	X	Chriss Foster (Dean of Liberal Arts & Social Sciences)
X	Sun Young Ban (Co-Chair of Math/Physical Sciences, Math Faculty)	X	Nghiêm Thái (Interim Dean of Allied Health & Public Safety)
X	Margarita Baez (Notetaker, Counseling Faculty)		Margie Rubio (NextUp Program Manager)
X	Doris Hankins (Director of Student Activities and Campus Life)		Marisol Roque-Chaves (Admissions and Records Specialist)
		X	Nancy Moreno (Division III Staff Assistant)
NON-VOTING –			
	Jamila Saleh (Bookkeeper)		

GUESTS: Stephanie Harding, Inger Stark

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	<ul style="list-style-type: none"> Meeting called to order at 9:16am. Quorum established. 	
II. Adoption of Agenda	Doris Hankins moved to adopt the agenda. Seconded. Passed unanimously.	
III. Approval of Minutes	Doris Hankins moved to adopt the March 16 th meeting minutes as distributed. Seconded. Passed unanimously.	
IV. Action Items/ Presentations	<p>Confirm who plans to stay on the PDC</p> <ul style="list-style-type: none"> As of now, we expect one faculty vacancy and one administrative vacancy which will be replaced by the next Dean of Allied Health & Public Safety. <p>Planning and organizing Fall Flex Day (August 18th, 2023) and Fall Midsemester Flex Day (October 18th, 2023)</p> <ul style="list-style-type: none"> The committee discussed this topic; Doris suggested Ronit for an LGBTQIA+ workshop. Nghiem suggested he could lead an informational session regarding the OER grant. Stephanie suggested to have President Johnson mention something about OER in the morning. John showed a collaborate google sheets document the PDC can utilize outside of committee meetings to contribute ideas for speakers for future Flex Days. <p>Allocate up to \$2500 for hiring Colin Harrison from Georgia Tech for one of the Fall Flex Days</p>	

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.

	<ul style="list-style-type: none"> The committee discussed this topic; John will send more information about Colin's work to the group. <p>Allocate up to \$3000 for breakfast for both Fall Flex Days (up to \$6000 total for breakfasts).</p> <ul style="list-style-type: none"> Discussed that breakfast should be a lower priority than lunch; breakfast can be cheaper by getting pastries, coffee, etc. <p>Allocate up to \$3000 for lunch for both Fall Flex Days (up to \$6000 total for lunches).</p> <ul style="list-style-type: none"> Discussed the possibility of food truck for Flex Day. Food trucks may encourage leaving campus if people are by the parking lot. No action taken. 	
V. Old Business	<p>Finalize Taslima's "Expense Report" for her travel last year, barriers?</p> <ul style="list-style-type: none"> PDC members will advocate and support Taslima to get paid for her travel, as she is facing difficulties being reimbursed. 	
VI. New Business	<p>DAS Report</p> <ul style="list-style-type: none"> Topic skipped. 	
VII. Announcements	<ul style="list-style-type: none"> Next PDC meeting will be May 4th at 9:00am. 	
VIII. Adjournment	<ul style="list-style-type: none"> Meeting adjourned at 10:04am. Minutes submitted by John Rodriguez. 	