

Campus-Wide Professional Development Planning Committee Meeting • September 13th, 2022 •

1:30 pm 3:00 p.m.

<https://smccd.zoom.us/j/81343211067?pwd=dXAxZldJYTJQZGFPU2V2eHo2eGVvZz09>

Agenda Item	Time	Notes
Updates	15 mins	
<p>October 12 Flex Day planning</p> <ul style="list-style-type: none">• Review current proposals (if applicable)• Build Draft October Schedule• Review checklist and timeline<ul style="list-style-type: none">○ Is anything missing?○ Assign tasks• Discuss next steps	45 mins	
<p>PDPC Bylaws</p> <ul style="list-style-type: none">• Finalize working group membership• Discuss timeline to draft using template• Schedule a progress check-in	15 mins	
<p>Discuss Standardized Calendars</p> <ul style="list-style-type: none">• College and mid-semester timing• Two-year Calendar of Recurring Sessions• Planning Calendar	15 mins	