

**PROFESSIONAL DEVELOPMENT COMMITTEE (PDC)
FALL 2009 – SPRING 2010
DEADLINE DATES & MEETING SCHEDULE
1st and 3rd Wednesday at 2:15 PM in A-117**

SUBMIT PROPOSALS BY:	REVIEWED ON:
<p align="center">**August 28, 2009**</p> <p>(For Salary Class Advancement, documents must be received by the PDC in the Mesa Academic Senate Office, A117, by this date to ensure proper time for multi-level approvals. HR must receive signed and approved forms no later than September 29 for October 1 effective date.)</p>	September 2, 2009
September 11, 2009	September 16, 2009
<p align="center">**October 2, 2009**</p> <p>(For Salary Class Advancement, documents must be received by the PDC in the Mesa Academic Senate Office, A117, by this date to ensure proper time for multi-level approvals. HR must receive signed and approved forms no later than Oct 31 for the November 1 effective date.)</p>	October 7, 2009
October 16, 2009	October 21, 2009
October 30, 2009	November 4, 2009
November 12, 2009 (Thursday)	November 18, 2009
November 20, 2009	December 2, 2009
WINTER BREAK	
<p align="center">**January 29, 2010**</p> <p>(For Salary Class Advancement, documents must be received by the PDC in the Mesa Academic Senate Office, A117, by this date to ensure proper time for multi-level approvals. HR must receive signed and approved forms no later than February 27 for the March 1 effective date.)</p>	February 3, 2010
February 11, 2010 (Thursday)	February 17, 2010
February 26, 2010	March 3, 2010
PDC must receive Sabbatical Applications for 2010-2011 by this date in the Academic Senate office at Mesa College in Room A117 for faculty member to be considered for a Sabbatical Leave.	Sabbatical Leave Announcements made by April 21, 2010
	March 17, 2010 (Sabbaticals)
<p align="center">**March 26, 2010**</p> <p>(For Salary Class Advancement, documents must be received by the PDC in the Mesa Academic Senate office, A117, by this date to ensure proper time for multi-level approvals. HR must receive signed and approved forms no later than April 30 for the May 1 effective date)</p>	April 7, 2010
April 16, 2010	April 21, 2010
April 30, 2010	May 5, 2010

**PDC website for forms, guidelines, and FAQ: (
http://www.sdmesa.net/faculty_senate/professional_growth/index.html**