

The Peralta Colleges

PERALTA COMMUNITY COLLEGE DISTRICT
333 East 8th Street Oakland, CA 94606 USA (510) 466-7200



Professional Development *Workshop Proposal (FLEX DAY) Form*

Facilitator (<i>contact person</i>):	Telephone:
	Email:
Projected date(s) of Activity:	
Title (<i>theme</i>) of Activity:	
Proposed	
<i>Date:</i>	<i>Time:</i> <i>Duration:</i> <i>College/Rm:</i>
Suggested Class Size	
<i>Minimum:</i>	<i>Maximum:</i>
Expected Outcomes:	
Description of Activity: <i>Please attach supportive information—brochures, flyers, etc.</i>	

Personnel Involved (*PCCD/Campus Staff, Consultants*):

<u>Name</u>	<u>Title</u>	<u>Telephone</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Audio/Visual and other IT needs (*Internet connectivity, computer projection, etc*):

Date Received by Campus Staff Development Committee: _____

Date Received by Office of Staff Development: _____

Facilitator(s) notified by:

Comments:
