**GUAM COMMUNITY COLLEGE**

**Professional Development Activity Record**

**(NON-PDRC Funding)**

**MEMORANDUM**

**DATE:**

**TO:** Mary A.Y. Okada, Ed.D., President

**VIA:** Dr. Rene Ray Somera, AVP

**FROM:** Hernalin Analista, PDRC Chairperson 2017-18

**RE:** Professional Development Activity

Dear President Okada,

Please note that this activity has been recorded by PDRC.

Faculty Name:

Division/Dept:

Activity:

Time frame:

Location:

Amount:

Funding Source:

Respectfully submitted,

|  |  |  |
| --- | --- | --- |
| Faculty Print and Signature |  | Date  |

Recorded by:

|  |  |  |
| --- | --- | --- |
| Hernalin Analista, PDRC Chair 2017-2018 |  | Date |

c: Faculty, Dean: School, PDRC Chair, Business Office

 Revised 9-15-2017