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| P | John Vitullo  (Co-Chair/Designee) | P | Lisa Rodriguez  (POD, Acting Director) | P | Kelley Lyons  (Part-Time Faculty, AS) | P | Tamra Horton  (FA) | P | Rita Page  (FLAC) |  | VACANT  (AS Faculty at large) |  |  |
| P | Lizbet Sanchez  (Co-Chair) | P | Tania Anders  (AS, VP Senate) | P | Dalia Chavez  (Non-Credit, AS) | P | Emily Versace  (AS) | P | Carol Impara  (AS, DL) |  |  |  |  |
| P | Elda Blount  (POD, Classified) | A | Allison Wibowo  (Student AS) | P | Chara Powell  (Guest) |  |  |  |  |  |  | P | *Scribe: Vanessa Salazar* |

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| **Item** | **Outcomes** | **ACCJC Standards** |
| 1. **Approval of Minutes** | 1. 12/8/22 meeting minutes    1. Minutes were voted on and approved    2. John V. obstained | * II.A.2 * II.A.7 * III.A.1 * III.A.8 * III.A.14 |
| 1. **Report Out**   **Group 2 to report out on 3/9/23**   1. Non-Credit (Dalia) 2. FLAC (Rita) 3. Dsitance Learning (Carol)   **Group 1 to report out 3/24/23**   1. FLEX (Tania) 2. POD (Lisa) 3. Conference & Travel (Lisa) 4. PGI/PGH Update (Elda) | 1. Dalia reported- Mt. SAC faculty, staff, and administrators attended via Zoom, the ACCE (Association of Community & Continuing Education) Annual Spring Conference on March 3rd. The theme was “Connect!” The agenda included non-credit policies, legislative updates, sharing of best practices and advocacy for non-credit students. 2. Rita reported-    1. SPOT recertification notifications to go out    2. Accessiblity Program training is in progress    3. EMCC Group is on Friday’s    4. Data Coaching office hours are on Thursday’s       1. Office hours to will be on POD Connect. FPDC member stated that Salary & Leaves might not see office hours as PGI/PGH. Elda stated that under the description of an event, there’s language about whether it qualifies for PGI/PGH or if it’s pending.          1. A council member asked what workshops have gone to Salary & Leaves, along with the dates and where that information can be found.             1. Elda responded that although FPDC no longer reviews or votes on that matter, that information can still be found on the FPDC Smartsheet. Documents, date submissions, resubmissions and approval dates can be found there. She can grant administrative access to those who need that information. Elda will report out during the next FPDC meeting scheduled on 3/23/23 the status of new and pending submissions.    5. Inspired Teaching Conference will take place on April 28, 2023 via Zoom. Keynote speaker will be Dr. Laura Rendon. A follow-up book discussion will take place on May 12, 2023 via Zoom with Dr. Rendon.    6. ITEL cohort for faculty- Inclusive Teaching for Equitable Learning       1. ITEL also has offerings for non-credit faculty as well 3. Carol to report out 3/24/23 | * II.A.2 * II.A.7 * III.A.1 * III.A.8 * III.A.14 |
| 1. **Guest(s)** | 1. Lizette Henderson, Delana Miller, Jackson Kuo, and Evelyn Hermosillo—Chrome River Update    1. Chrome River team reported- They expanded trainings with POD. The Chrome River system has been made more user friendly. The report title/name in Chrome River has been taken out, instead is asks: business purpose or conference. More how-to videos have been added. There will be Chrome River trainings before the end of the fiscal year and for Fall FLEX Day.    2. Chrome River team asked that if a user experiences any glitches with the system, to screenshot it and send it to Delana. Also if there’s something measureable that Chrome River can improve on or what kind of short videos to add to the website, to send it to her.    3. The FPDC members still have concerns regarding:       1. Having to input Account Strings at the beginning of the process.          1. Chrome River team stated that the Account String still needs to be input first, in order to move forward.       2. FPDC members stated that division Admins should be processing conference & travel, not faculty. As faculty is not aware of the budgets or account strings and they did not do that job before.          1. Chrome River team said that they do not expect faculty to have the budget information or know the account strings, but they do ask that Faculty speak with their Admis beforehand, so they have the needed information. They are not able to change where the account string is inputted in Chrome River. The team also stated that a delegate can be added in and a delegate can do pre-approvals.          2. Lizette stated that the Admin’s participation is out of Fiscal’s and Chrome Rivers scope. Division Admins meet once a month and this would be better discussed there.       3. FPDC members asked if Chrome River can create a guide or short videos on what is required before starting the process and what to do step-by-step during the process. | * II.A.2 * II.A.7 * III.A.1 * III.A.8 * III.A.14 |
| **D. Action Items** |  |  |
| 1. **Discussion Items** | 1. Membership    1. Vacant (AS)       1. Tania and John to reach out to Roger for this vacancy 2. 2022-2023 Goals and Progess    1. To be reviewed at the next FPDC meeting 3/23/23. |  |
| 1. **Informational Items** | No Informational Items |  |

**Next meeting: March 23, 2023**

Updated FPDC webpage: <https://www.mtsac.edu/governance/committees/fpdc/>