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| A | 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  (Noncredit, AS) | P | Emily Versace  (AS) | P | Carol Impara  (AS, DL) |  |  |  |  |
| A | Elda Blount  (POD, Classified) | P | 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. 3/23/2023 meeting minutes    1. Minutes were voted on and approved with edits. | * II.A.2 * II.A.7 * III.A.1 * III.A.8 * III.A.14 |
| 1. **Report Out**   **Group 2 to report out on 4/13/23**   1. Noncredit (Dalia) 2. FLAC (Rita) 3. Distance Learing (Carol) 4. Salary & Leaves (Tamra) 5. FLEX Day Update (Lizbet & Tania)   **Group 1 to report out 4/27/23**   1. FLEX (Tania) 2. POD (Lisa) 3. Conference & Travel (Lisa) 4. PGI/PGH Update (Elda) | 1. Dalia reported that faculty from Adult Basic Ed in noncredit had the opportunity to attend Career Thought Leaders Symposium with other department faculty. Faculty brought back a few ideas to use that information in the class with embedded counselors. Much of the symposium conversation was around AI, and how to use it as a tool in the classroom. It has led to more intra/inter and across campus collaboration. As a result, a Career Specialist visited the Learning Center classes and presented resources that are available to students. 2. Rita reported    1. The ACUE ceremony will be in June.    2. The Equity keynote speaker will be Lisa Stroud.    3. The Anti-Semitisim Panel- Black and Jewish Relations workshop is on hold because the organizer is on leave.    4. Accessibility for the deaf is in progress.    5. The ITEL cohort for faculty started on March 7th, there was a waiting list and there will be office hours.    6. The Business Division’s annual retreat will be May 5th and Mica Stewart will give the DEISA talk.    7. SPOT has ongoing office hours on Monday’s 2:00-3:00pm. Four hour recertification May 12th via Zoom.    8. Accessibility Program (training) in progress.    9. EMCC Group is on Friday’s. Tiffany Kuo is no longer hosting this event.    10. Data coaching hours on Thursday’s, will be posted on POD Connect soon.    11. The survey for Flex Day will be in the next faculty newsletter.    12. One Book One Campus- call for a new book will go out in the next faculty newsletter.        1. The council expressed concerns about also opening the vote to students for a new book. Lisa stated that Title V only buys about 50-100 books for faculty and staff. If the vote is open to students, would that make them think that they will receive a book as well? The council wants to avoid that expectation with students.           1. The discussion is to continue on funding and possibly partnering with the Equity Center before putting the call out to students. 3. Carol reported that DLC has drafted a recommendation in response to merging Canvas shell work groups and the issues that are being experienced, it included a brief overview of the type of training they recommended; it was sent to Senate Exec. It will go through them first, then it will be negotiated by Faculty Association and the District. 4. Tamra reported that Salary & Leaves looked at the issue that POD is having when trying to approve PGI/PGH. Sometimes faculty could end up with a percentage and POD has to manually calculate for credits. The PGI/PGH Taskforce is trying to get HR and POD to streamline the process.    1. Lisa stated that POD uses the database Cornerstone system to keep transcripts. POD cannot make modifications to the system, like raw scores, POD has to get a percentage of attendance and enter it into Cornerstone. The system does not allow percentages and raw numbers. 5. Lizbet and Tania provided an update on the Flex Day survey, 92% of faculty prefer a virtual Flex Day, the majority that responded were Adjunct faculty. The majority also voted on 2 hour block breakout sessions, that focus on teaching practices and ways to use technology in the classroom. Or to be able to complete mandatory training like SPOT recertification. Carol agreed that it would be a good idea to offer certification and recertification, depending on the time allowed. The survey also showed that faculty are interested in having division meetings during that time. The final decision has not been made as to whether FLEX Day will be in-person or virtual, as the new President of the College has not started yet. But based on the overwhelming survey response, it’s looking to be virtual. The committee will meet 4/24/23 to finalize items and calls on proposals. | * II.A.2 * II.A.7 * III.A.1 * III.A.8 * III.A.14 * III.C.1 |
| 1. **Guest(s)** | 1. VPI Fowler and Laura Martinez – PGI/PGH Update (4/27/23) |  |
| 1. **Action Items** | 1. No new action items |  |
| 1. **Discussion Items** | 1. Membership    1. Vacant (AS) – Update (Tania)       1. There is not a current update because the vacancy goes along with Purpose & Function. The committee discussed whether the vacancy should be an Academic Senate opening, that way recruitment is easier and open to more people. FPDC discussed that if they are looking to fulfill a vacancy with someone from a specific area, the job description should state that that person needs to serve on FPDC.          1. Tania asked Chara to check what her job description states and to get back to her, Lizbet and John. Once they know, the other position can be a broader Senate position, making it easier to recruit. 2. 2022-2023 Goals & Progress    1. Workgroups    2. Goals & Progress to be discussed at the next FPDC meeting 4/27/23 3. Purpose & Function Statement (Tania)    1. To be discussed at the next FPDC meeting 4/27/23    2. Lisa stated that FPDC needs a shared document for Goals & Progress and Purpose & Function, that contains timelines and updates.       1. Elda to create/send the document 4. Conference and Travel    1. What is covered/not by C&T (a faculty member requests we have this discussion and would like feedback)    2. Proposing to create an informational session/video about what is reimbursable when receipts are submitted 5. Chrome River    1. Reimbursement (Chrome River vs. Going back to paper – Megan Chen) 6. Future session on Burn Out?    1. Employee Counseling Center | * II.A.2 * II.A.7 * III.A.1 * III.A.8 |
| 1. **Informational Items** | 1. Email Chrome River challenges to Elda Blount at [eblount@mtsac.edu](mailto:eblount@mtsac.edu) by Monday March 27, 2023 at 4:00pm. A compilation of this information will be shared with Lizette Henderson and Delana Miller. |  |

**Next meeting: April 27, 2023**

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