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

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| **Item** | **Outcomes** | **ACCJC Standards** |
| 1. **Welcome/Introductions Approval of Minutes**
2. **Approval of Meeting Minutes**
 | 1. Welcome new Faculty Professional Development Coordiantor Lizbet Sánchez as well as student rep Allison Wibowo.
2. Approval of 5/12/22 and 5/26/22 meeting minutes.
	1. Meeting minutes were reviewed and approved.
 | * II.A.2
 |
| 1. **Report Out**
 | 1. No scheduled report outs. Pending approved report out structure.
	1. The report out structure was approved.

Group 11. FLEX (Tania)2. POD (Lisa)3. Conference and Travel (Lisa)Group 2 to Report out 10/13/221. Non-Credit (Dalia)2. FLAC (Rita) | * II.A.2
* II.A.7
 |
| 1. **Guests**
 | 1. No guests
2. Evelyn Hermosillo to join the 9/22/2022 FPDC meeting
	1. The council will explain the key areas of concern to Evelyn that faculty are facing with the Chrome River system.
		1. The council members discussed the issues that they are experiencing. They said that the issues appear to be with the software itself because there are glitches. One issue is that information entered into the system doesn’t transfer from one area to another. The members talked about having to fill out paper forms instead of the online forms due to difficulty with the software. Council asked if there is a central person with Chrome River that they can speak to. Members stated that faculty can file a level 3 grievance because they are not getting paid due to the fact that the system is very difficult and confusing to request reimbursement. Another concern is the need for an account string to submit pre-approval. That delays the process. Travelers should be able to fill out first step without that info to get their travel plans on the books. One member pointed out that sometimes faculty do not end up filling out a conference and travel form because of the difficulty with Chrome River and attend the conference anyway, paying for it themselves. They stated that this is a grave concern because faculy may not be insured by the district when attending a conference since there is no record of them being on a business trip.
 | * II.A.2
* II.A.7
* III.A.1
* III.A.8
* III.A.14
* III.C.1
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| **E. Action Items** | 1. Please vote on the pending PGI/PGH requests via Smartsheet
	1. ACUE's ITEL: Micro certificatie: Inclusive Teaching for Equitable Learning
	2. Level Up Your Modules Game with CidiLabs
	3. Canvas Modules 101
	4. Early Alert System Information and Training Session
2. Elda demonstrated for the new members how to vote via Smartsheet, while Tania explained the process.
 | * II.A.2
* II.A.7
* III.A.1
* III.A.8
* III.A.14
* III.C.1
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| **F. Discussion Items** | 1. Meeting modaility
	1. Council discussed whether to continue meeting via Zoom or in-person; they agreed to continue via Zoom.
2. Report out structure
	1. Council agreed to keeping the reporting structure the same; with 3 groups reporting.
3. Gaps in membership
	1. Tania explained the updates to the FPDC membership and the current vacancies. She spoke to having a member from the Distance Learning Division be a part of the FPDC (Position 7). Tania and John propose whether that position should be an ongoing position or a term position. Position 7, 8 and 13 are vacant.
	2. FPDC recommends co-appointment to salary and leaves.
	3. Elda and the council made updates to the memberships.
4. Faculty retreat
	1. Tania reported that there are funds for a retreat, the council discussed ideas. One member said that FA will probably oppose funds and that they need to get approval first.
5. Goals 2022-23
	1. To be discussed at the 9/22/2022 meeting
6. Purpose and Function/Membership
	1. To be discussed at the 9/22/2022 meeting
 | * II.A.2
* III.A.1
* III.A.8
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| **G. Informational Items** | Tania asked the council if the Flex Day Survey can be closed now, since there have been 200 responses, in order to start the analysis. Flex Day survey closed on 9/15/22. |  |

**Next meeting: September 22, 2022**

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