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| A | John Vitullo  (Co-Chair/Designee) | P | Lisa Rodriguez  (POD, Acting Director) | P | Kelley Lyons  (FA) | P | Tamra Horton  (FA) | P | Rita Page  (FLAC) | P | Chara Powell  (AS) | A | Sarah MacLean  (AS) |
| P | Lizbet Sanchez  (Co-Chair) | P | Tania Anders  (AS, VP Senate) | P | Dalia Chavez  (AS) | P | Emily Versace  (AS) | P | Carol Impara  (AS) | A | Elda Blount  (POD, Classified) | A | Janet Jiang  (Student AS) |
|  |  |  |  |  |  |  |  |  |  |  |  | P | *Scribe: Vanessa Salazar* |

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| **Item** | **Outcomes** | **ACCJC Standards** |
| **1. Approval of Meeting Minutes** | 1. 11/9/23 Meeting Minutes   * 1. Minutes were voted on and approved      1. It was stated that the FPDC’s purpose & function has been approved by Academic Senate and FPDC can move forward with past PGI/PGH approvals. | * II.A.2 * II.A.7 * III.A.1 * III.A.8 * III.A.14 * III.C.1 |
| 1. **Report Out**   **Group 1 to report out 12/14/23**   1. Flex (Tania) 2. POD (Lisa) 3. Conference & Travel (Lisa) 4. PGI/PGH Update (Elda)   **Group 2 to report out 3/14/23**   1. Noncredit (Dalia) 2. FLAC (Rita) 3. Distance Learning (Carol) 4. Salary & Leaves (Tamra) | * 1. Tania reported that the Flex committee has 3 breakout sessions organized for Flex Day (which will be virtual), with 7 presentations per break out (1 hour 10 minutes each). The deaf & hard of hearing department was asked to offer a brief sign course on how to sign basic greetings, so faculty can sign with colleagues and students (they will offer 2 breakouts). Division Deans have been asked to submit the names of those that will be spearheading their division meetings. Tania stated that she will be rotating off the duty of organizing Flex Day; Shiloh Blacksher will be taking over as the Vice President of Academic Senate. The keynote speaker will be Chisato Uyeki and she will present on burnout.   2. Lisa reported that she is reviewing and breaking down data to see what faculty are opting into taking on the POD Connect calendar versus what is not being offered that faculty are looking for over the scope of a year.      1. Lisa stated that POD has a new additional Project /Program Coordinator named Kevin Truong, he will assist with classified, management and adjunct needs. The goal in POD is to have every coordinator who supports the different constituent committee groups, to be trainers.      2. POD supported One Book One Campus, purchasing the books and collaborating with Rita Page. POD also supported ELLA (Equity, Literacy, Leadership and Academy); there were 10 webinars and POD just received the recordings. They are still waiting on the recordings of the Decolonizing the Classroom series recordings. Lisa will soon share the podcast analytics with the council as soon as its available.      3. In the spring there will be a mentor program out of HR, together with Regina Stanback Stroud; it will be aimed at faculty of color who are newly hired; for retention of faculty. Lisa has been working with LaToya Bass of HR and Regina to strengthen the program. Mika Steward will also be doing a training for faculty to understand data in their evaluation. Lisa was able to obtain $120,000 to pay for faculty to be part Mika’s data training program.         1. Lisa will be doing a training for academic managers who evaluate faculty on their 3rd year tenure review (the H18 Pilot). Mika and Lisa will share the curriculum in early February, so it can be reviewed and vetted since it is a pilot program.   3. Lisa reported on conference & travel, the budget status as of December 5th is that there is a revised budget of $70,000 for classified and $48,000 has been approved. Faculty who did not get to travel because they ran out of money are being contacted to ensure that they can make their conferences in spring (about 8 faculty members); that should leave a few thousand dollars in that budget. Faculty have a revised approved budget from the district of $100,000. There’s also the faculty carryover account that has $229,000 that supplements. There is $1,800 approved out of that rollerover account. There‘s a balance of $227,678 on the faculty side. Management has not used their $6,000; if they do not spend that money by the end of February, PDC will discuss moving that money into areas that are needed. The budgets as they stand have a remaining balance of $27,000. 71 faculty approved since July 1st (50 full-time, 21 part-time), 19 classified denied, 7 faculty denials.      1. A council member questioned the change in allocation of money and why that new money is kicking in. Lisa responded that PDC ‘s purpose & function is to provide funding for the groups that have no access to funding. Classified had $42,000 a year, faculty gave up $4,000 out of their PDC alloment, not out of their contracted alloment from the district, from the PDC $77,000 pot. Faculty gave $4,000, as did managers; that brought the total to $50,000 (this was allocated in 3 weeks), there was no more money for classified. PDC voted to move the PDC allotment of $24,000 from faculty and give it to classified, bringing their total to $70,000 a year. Once faculty hit the $100,000 (which is in the FA contract), then they will tap into the second budget of $200/a year per faculty. What they don’t use goes into the carryover pot, that second pot of money is the one being hit.         1. There is $100,000 as of July 1st, $200 per faculty that rolls over and is now at $229,000. Being that it’s under PDC’s purview, they decide that the money is to provide for those who do not have access to funding for travel, they will augment the classified amount. Lisa added that she received an email stating that the $200,000 was only for conference and travel and nothing else.         2. The subgroup that is to be formed within FPDC will see if that money can be used for things other than conference and travel; to discuss expanding the rules and restrictions of how faculty can use that money. The subgroup will discuss increasing the $1,800, should the variety of things that faculty can do be modified and if they are allowed to apply twice in one year. Along with creating a faculty survey. Tamra asked if all fall PDC 2023 meeting minutes be sent to her.            1. It was noted that FPDC meeting minutes are not online either | * II.A.2 * II.A.7 * III.A.1 * III.A.8 * III.A.14 * III.C.1 |
| 1. **Guests** | 1. No guests |  |
| 1. **Action Items** | 1. No action items |  |
| 1. **Discussion Items** | 1. Conference & Travel Subgroup    1. The members of this subgroup will be: Chara, Rita, Emily, Lizbet, Shiloh Blacksher (tentative), and Tamra stated that the FA is appointing Christina Hernandez as a representative. 2. Flexible Calendar Committee Purpose & Function    1. Tania will discuss this with Shiloh and this is to be made as an action item for the next meeting 3. PGI/PGH Recommendations    1. Elda will report out at the next meeting 4. FPDC and S&L Collaboration (appointment)    1. Lizbet’s appointment is still pending, she has not been put on the FA agenda yet. | * II.A.2 * II.A.7 * III.A.1 * III.A.8 * III.A.14 * III.C.1 |
| 1. **Informational Items** | 1. No informational items |  |

**Next meeting: Thursday, March 14, 2024**

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