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| P | John Vitullo(Co-Chair/Designee) | P | Lisa Rodriguez(POD, Acting Director) | P | Kelley Lyons(FA) | P | Tamra Horton(FA) | A | Rita Page(FLAC) | P | Chara Powell(AS) | P | 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) | P | Elda Blount(POD, Classified) |  | VACANT(Student AS) |
|  |  |  |  |  |  |  |  |  |  |  |  | P | *Scribe: Vanessa Salazar* |

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| **Item** | **Outcomes** | **ACCJC Standards** |
| 1. **Approval of Meeting Minutes**
 | 1. 9/14/23 Meeting Minutes
	1. Minutes were approved
 | * II.A.2
* II.A.7
* III.A.1
* III.A.8
* III.A.14
 |
| 1. **Report Out**

**Group 1 to report out 9/14/23**1. Flex (Tania)
2. POD (Lisa)
3. Conference & Travel (Lisa)
4. PGI/PGH Update (Elda)

**Group 2 to report out 10/12/23**1. Noncredit (Dalia)
2. FLAC (Rita)
3. Distance Learning (Carol)
 | * 1. Tania reported that she is writing a purpose and function for the Flex committee, using the State flex guidelines. When she has the document ready, she will run it by the Flex committee, then FPDC and then Academic Senate.
	2. Lisa reported that POD will reopen October 9th. There are new things on the POD Connect calendar, like the Equity Leadership and Literacy Academy, also Decolonizing the classroom. It has been approved form 20 hours of PGI. David Ambrose will come to campus to discuss his book A Place Called Home, it is the current One Book One Campus reading.
	3. Lisa reported for Conference & Travel that since July 1, 2023 there were 34 faculty approvals. Since September 7th, there have been 19 more approvals; 13 full-time and 6 part-time for $31,000. Bringing the faculty totals to $82,300, with a remaining balance of $41,700.
	4. Elda to discuss PGI/PGH updates at the next meeting
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| 1. **Guests**
 | 1. VP HR, Sokha Song
	1. Sokha stated that there was a change to the faculty association contract, which had been recently ratified. In it, it changes the role of the co-chairs of Salary & Leaves to be Faculty Association and the VP of HR. The change does not change the responsibility of Salary & Leaves approving professional development for faculty. Dr. Bill Scroggins met with Sokha, Tamra, Roger, Emily, Tania, and Lizbet in May 2023 made the following recommendations:
		1. 1. Professional development workshops go through FPDC for reccomendation.
		2. Co-chair should shift to POD Director instead of VPI/designee.
	2. Sokha reccomends FPDC or Flex Committee to review faculty flex hours submitted in Spring. Right now the faculty flex hours submitted are submitted to HR, they just processed but are not reviewed. HR has major concerns about these hours going straight to HR for processing without anyone vetting those items.
	3. The way the contract is written, all PGI/PGH needs to be approved through the Salary & Leaves committee.Sokha and Tamara met to discuss how to address professional development PGI/PGH. They proposed to the council to still have the process still continue through FPDC, with the understanding that whatever FPDC approves, Salary & Leaves will automatically approve as well. Any ties or rejections, will have a second review through Salary & Leaves, and they will make the final decision. They still want FPDC to make decisions, knowing that Salary & Leaves will automatically approve whatever is recommended by FPDC.
	4. There was also an additional faculty position that was added under the contract to Salary and Leaves, the position is to be filled by the faculty professional development coordinator in order to have an official bridge between FPDC and Salary & Leaves.
	5. One council member agreed to the recommendation that the process goes through FPDC, as they’re the content experts and they have made sure that the purpose and function of FPDC reflects that in the membership. The member is in favor of putting this recommendation back into the FPDC purpose and function, based on what Sokha shared.
	6. Tania stated that she is writing a purpose and function for the Flex Committee because they currently do not have one. She wants to add to it that the Flex Committee also deal with the spring flex days.
	7. Another council member shared a concern, that the language in the faculty contract clearly states that Salary & Leaves approves PGI/PGH. The member asked Sokha if he is proposing an MOU to the contract. Sokha said not an MOU because it is still Salary & Leaves that has the final approval over everything; Salary & Leaves is recommending that the process of the approval go through FPDC.
		1. A member asked Sokha where that language should be written. He said that it should be documented on both sides, in the FPDC and Salary & Leaves purpose and function. It should state that Salary & Leaves approves any recommendation from FPDC and will review any ties or rejections.
	8. A member asked for clarification on Dr. Scroggins rationale for having FPDC approve PGI, when PGI deals with fiscal responsibility; anything that goes to Salary & Leaves typically has a fiscal impact on the district. The member asked Sokha if he’s asking FPDC to decide things that have a fiscal impact on the district.
		1. Sokha said that it doesn’t matter where it’s approved, it’s still based on what Dr. Scroggins wanted in place, he wanted it to be driven by faculty for faculty.
		2. Sokha stated that his understanding of it was that faculty professional development should be through faculty and not through administration. That faculty should have more of a role in reviewing and approving faculty professional development.
		3. Tamra stated that regarding the fiscal impact, there is already a precedent for that, PDC is the one that determines when people get to use conference & travel funding. So FPDC recommending to Salary & Leaves does not violate the contract. Salary & Leaves does not find that problematic because they feel that it’s Academic Senate’s purview to recommend if something is professional development.
			1. Sokha added that from his own understanding, that active professional development is under the purview of Academic Senate. He also stated that HR is not the expert in reviewing the content.
	9. Sokha was asked if the new contract goes into effect if it is approved at the October Board meeting, he said yes.
	10. A council member wanted to clarify with Sokha that the TA’s that are being ratified clearly state that Salary & Leaves will approve PGI/PGH.
		1. Sokha said he is in agreement with that, but the contract does not specify how Salary & Leaves can implement that process to approve professional development. This new process that they are trying to implement is to work directly with FPDC to make those recommendations for Salary & Leaves to move PGI and professional development workshops for it.
		2. The same member recommended to Sokha and Tamra, that the contract language be changed. The member said that they are fine with whatever group approves, but the contract language does not reflect what is happening, it should match the new process. Sokha said he doesn’t understand why the contract language needs to change, when it’s ultimately Salary & Leaves decision to approve, they’re just asking FPDC to make recommendations for them to approve.
			1. The council member expressed concern that if the approvals are automatic, Salary & Leaves will not even look at the proposals or know the details, how can they approve something that they didn’t even look at? The member stated that anyone looking at the collective bargaining agreement language, would think that Salary & Leaves had looked at actual proposals. Sokha responded stating that he and Tamra will have to own the decisions that they make, that is for them to deal with. They will have records of it and if there are issues, they will address it.
			2. Tamara stated that Faculty Association is putting someone on Salary & Leaves committee and on FPDC and another position has been added with the idea that that would go to the professional development coordinator. There would be representation on Salary & Leaves from FPDC that has voted on those workshops.
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| 1. **Action Items**
 | 1. No action items
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| 1. **Discussion Items**
 | 1. Purpose, Function and Membership (attached)
	1. # 7 was edited to state: “Review and recommend or deny professional development activities for appropriateness for professional growth increment/professional growth hourly incentive and forward those recommendations to the Salary and Leaves Committee.
2. AS FPDC website update recommendations (attached) – to be discussed 10/12/23
3. PGI/PGH Review and Approval Process – to be discussed 10/12/23.
 | * II.A.2
* II.A.7
* III.A.1
* III.A.8
* III.A.14
* III.C.1
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| 1. **Informational Items**
 | 1. No pending informtional items
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**Next meeting: Thursday, October 12, 2023**

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