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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) | A | Chara Powell(Guest) |  |  |  |  |  |  | P | *Scribe: Vanessa Salazar* |

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| **Item** | **Outcomes** | **ACCJC Standards** |
| 1. **Approval of Minutes**
 | 1. 3/9/2023 meeting minutes
	1. Minutes were voted on and approved
 | * II.A.2
* II.A.7
* III.A.1
* III.A.8
* III.A.14
 |
| 1. **Report Out**

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

Follow up from 3/9/23 Meeting1. Distance Learning (Carol)

**Group 2 to report out 4/13/23**1. Noncredit (Dalia)
2. FLAC (Rita)
3. Distance Learning (Carol)
4. Salary & Leaves (Tamra)
 | 1. Tania reported that there will be a discussion in the FLEX Day committee to possibly offer Fall Flex Day as a hybrid event. She spoke with President Scroggins and he suggested that there be no keynote speaker for Fall Flex, as there will be a new President and Vice President of Student Services and it would be a good idea to have an opening session where faculty can meet them. President Scroggins committed to pay for Flex Day lunch.
2. Lisa reported that the POD office will reopen in June or July and an open house possibly in the fall.
	1. The Chingona Panel had 32 participants (8 faculty) and she can send pre & post feedback to those who would like to see it.
	2. The Illegally Yours book discussion is being submitted to Salary & Leaves for credit.
	3. ACUE’s FCB was launched- 20 classified staff and managers
	4. ACUE’s ITEL launched in March- 30 faculty participants
	5. ACUE’s year long 54 hour Effective Teaching Practices will be sent for applications in April; open to 33 facutly.
	6. Equity Literacy Leadership Academy (ELLA) starts April 17th. It is open to all but there is a faculty track.
	7. There is growing frustration with the Keenan software for sexual harassment prevention; the browsers freeze and people can’t finish their training, along with other technical issuses. This is out of POD’s control.
	8. For the next FPDC meeting, Lisa would like POD’s productivity form. Even though it no longer comes through FPDC, she would like to discuss the role of POD in helping faculty seek credit and be able to fill out that form.
		1. When faculty is designing a workshop and seeks to offer credit for it, they need to look at that form first to know that it has to be a robust workshop in order to offer credits.
3. Lisa reported that there is a balance of $19,000 in faculty money, this does not include the money that was rolled over ($85,000), with $3,000 pending for March and leaving a balance of $16,000 to go through June 13th. Management has $3,900 remaining balance with zero pending approval. But that money is being moved into classified to cover the overage. Managers and classified can use each others money, but not faculty money. 57 full-time faculty and 32 part-time faculty have applied for those monies. 4 full-time faculty denied and 5 part-time faculty denied.
	1. The council discussed a conference & travel denial. A faculty member’s request for conference & travel to do field work in Pompeii, Italy, was denied because it is not a conference. That faculty member is contesting and wants to know why she was denied, if she was approved to do it 7 years ago and went. She asked when FPDC and POD changed and narrowed down the scope of conference & travel, if there are other professional development opportunities that are worthy, other than just conferences.
		1. This faculty member was told that on the website it states that funding requests are for conferences for professional development.
		2. The council discussed the problems that could arise if this request is approved: would similar requests have to be approved or would retroactive requests have to be reviewed again and approved? FPDC and POD need to further discuss what type of conference & travel is worthy of professional development funding. In addition, a more expanisive definition of what professional development will be funded, is needed. A formal process to expand the definition cannot just be made by FPDC and POD, a recommendation needs to be made to PDC.
			1. The council will form a work group to discuss in further detail ways to address these types of requests, how to fairly spread out the money among faculty and what to recommend to PDC. Emily, Lizbet, Tania, Tamra and Rita volunteered for the work group.
			2. The faculty member that was denied, will be responded to and told that the matter was discussed in FPDC and it is being futher investigated. Also that FPDC has no jurisdiction over this and a proposal will be sent to PDC, as they are the ones who decide.
4. Elda reported that she submitted 9 PGI/PGH items on 3/13/23 to Laura Martinez for review, then Laura forwards it to the committee. Once Elda hears back from Laura, the language of these items will be updated in POD Connect. Elda shared what sessions are still pending, along with the accompanying dates; this information was also sent on 3/13 asking for a status update. There are still 2 pending sessions from 2021.
	1. Tamra asked Elda to add to the report, today’s date and that it was discussed at the FPDC meeting, along with the hours that are still pending, and she will take this to Salary & Leaves.
5. Carol reported- Distance Learning is planning SPOT recertification. Non-credit faculty are requesting onboarding training for High School Referral.
	1. This is being discussed in the Distance Learning Committee. A council member stated that Faculty Association needs to be aware of this to ensure that things are fair for all faculty. Carol is not the driving force in this work group, Catherine McKee oversees SPOT.
		1. Another council member said that High School Referral has special conditions. Noncredit does not have a lot of time to onboard new hires. Hiring is towards the end of summer, the transition process is quick and classes start soon after, that has been the ongoing concern.
		2. There is a similar concern all over campus for new hires. If an exception is made for High School Referral, then would Academic Senate have to make the same exception for other new hires? Carol stated that credit courses need to follow the same procedures. High School Referral is very different in structure than credit and that is why a special process is being created.
		3. A suggestion is made that Tamara Horton or Emily Versace be invited to a Distance Learning meeting.
	2. Tania asked Carol if her group would be interested in the Flex committee offering a block of time during Flex Day for faculty to work on SPOT recertification. Carol agreed that it would be a good idea and convenient.
		1. The council discussed that since faculty does not get paid for recertification, it would not conflict with getting flex hour credit.
 | * II.A.2
* II.A.7
* III.A.1
* III.A.8
* III.A.14
 |
| 1. **Guest(s)**
 | No guests |  |
| **D. Action Items** | 1. No new action items
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| 1. **Discussion Items**
 | 1. Membership
	1. Vacant (AS)
		1. Tania to discuss with Roger that there is still a vacancy and ask how will this specific position be filled, as it is a Senate position. This to be further discussed at the next FPDC meeting, 4/13/23.
		2. Elda asked Tania to check if Allison Wibowo (Student AS) is still part of FPDC. Tania to check with Student Senator.
2. 2022-2023 Goals and Progess
	1. To be reviewed at the next FPDC meeting 4/13/23 as an Action Item
3. 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
4. Chrome River
	1. Reimbursement (Chrome River vs. Going back to paper -Meghan Chen)
5. Future session on Burn Out?
	1. Employee Counseling Center
6. Professional Development Plan
	1. It was approved 3/22/23, but Tania offered recommendations and modifications, these are to be discussed at the next FPDC meeting 4/13/23
 | \*\*Discussion Items #1 to 6 to be discussed at next FPDC meeting 4/13/23 |
| 1. **Informational Items**
 | 1. Email Chrome River challenges to Elda Blount at 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.
 | Submission date extended to April 20, 2023 |

**Next meeting: April 13, 2023**

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