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| P | John Vitullo(Co-Chair/Designee) | P | Lisa Rodriguez(POD, Director) | P | Zina McFarlin-Stagg(FA) | P | Jenny Gernhart(AS) | P | Catherine Mc Kee(AS) |  | VACANT(Student, AS) |  | VACANTCounselor (AS) |
| P | Lizbet Sánchez (Co-Chair) | P | Roger Willis(AS, VP Senate) | P | Elda Blount(POD, Classified) | P | Dalia Chavez(AS, Non-Credit) | P | Joshua Christ(FA) | A | Chara Powell(AS) | A | Sarah MacLean(AS) |
|  |  |  |  |  |  |  |  |  |  |  |  | P | *Doris Sorto* *Scribe* |

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| **Item** | **Outcomes** | **ACCJC Standards** |
| 1. **Approval of Minutes**
 | 1. 9/26/24 meeting minutes
	1. Approved as presented.
 | 1. II.A.2
2. II.A.7
3. III.A.1
4. II.A.8
* III.A.14
 |
| 1. **Report Out**
 | * + 1. Noncredit (Dalia)
	1. Shared information and flyer on upcoming Open House event on 10/22/24 for Non-Credit to showcase the programs they offer.
		1. Distance Learning (Catherine/Jenny)
1. RSI Forum on 10/18/24 for faculty to complete all 4 labs
2. In process of finalizing and updating the Distance Learning Handbook including the current definition of RSI.
3. 350 SPOT recertifications need to be completed by 7/31/25.
4. RSI review will count 1 hour towards SPOT Recert.
5. New AI detector, K16, board approved for use in Canvas.
6. Add RSI review sign-up link to FPDC newsletter and possibly to Canvas announcements for more up front visibility.
	* 1. S&L (Joshua)
7. Continuing to work on approving PGI/PGH and column crossover requests.
8. Currently finalizing the review of last year’s sabbatical reports and conducting a preliminary review of upcoming sabbatical applications received so far. Due date is November 1, 2024.
	* 1. PGI/PGH Update (Elda)
9. As of 7/1/24, 17 workshops were recommended to Salary & Leaves. 6 were approved on 9/12/24 and 11 are pending FPDC review and recommendations.
10. Additional 11 workshops approved from 2023-2024 academic year.
11. Information to be updated in POD Connect and list of activities on the website.
 | * II.A.2
* II.A.7
* III.A.8
* III.A.14
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| 1. **Action Items**
 | 1. Newly added PGI/PGH requests sent via Smartsheet. Please review and submit your recommendations.
	1. Council voted via Smartsheet on newly added PGI/PGH requests. Quorum was met on 10/14/24 and requests were forward to Salary and Leaves on 10/14/24.
2. Vote on revised Purpose, Function, Membership
	1. Faculty assignments and terms were reviewed and updated.
	2. Purpose, Function and Membership were approved and agreed to move forward to PDC.
 | * II.A.2
* II.A.7
* III.A1
* III.A.8
* III.A.14
 |
| **D. Discussion Items** | 1. Goals and Progress Report
	1. Added:

Goal #7: Equip faculty with tools and insights needed to incorporate AI literacy into curricula in teaching and learning.Goal #8:Promote the voluntary RSI review process for all online faculty with a goal of 250 review sign-ups by January 2025. Goal #9:Promote faculty development in meeting federally mandated Regular and Substantive Interaction guidelines. Goal #10:Promote faculty well-being by providing resources for self-care, identifying burnout, burnout prevention, and work-life balance.* 1. FPDC members to review and provide feedback on updated goals list before next meeting
1. Flexible Calendar Program Committee membership expansion continued conversation.
	* + - 1. To be discussed during 10/24/24 meeting.
2. FPDC website update/changes (ask Tania or Roger)
	1. Lizbet emailed Tania 10/8/2024.
 | * II.A.2
* III.A.1
* II.A.8
* III.A.14
* III.C.1
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| 1. **Informational Items**
 | * + 1. No informational items discussed.
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**Next meeting: October 24, 2024**

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