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

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| **Item** | **Outcomes** | **ACCJC Standards** |
| 1. **Approval of Minutes**
 | 1. 10/10/24 Meeting Minutes approved as presented.
 | * II. A.2
* II. A.7
* III. A.1
* III. A.8
* III. A.14
 |
| 1. **Report Out**
 | 1. FLEX (Roger)
	1. Discussion in Academic Senate Leadership about overlap in committee functions and possibly merge certain academic senate committees or have them meet in work groups instead of individual committees.
	2. Flex Committee will continue meeting online and as needed as opposed to scheduled regularly.
	3. Virtual Spring Flex Day planning in progress and on track.
2. POD (Lisa)
3. POD staff changes
4. Coordinator moved over to Pride Center as acting manager
5. Administrative Assistant, Yvette Garcia, new to POD
6. Encouraged the utilization of POD spaces for face-to-face iterations or meetings that include a training aspect or PD
7. Shared raw data extracted from PODConnect system on 23-24 faculty professional development taking statistics that also included 7/1/24 until present
8. Conference and Travel (Lisa)
9. Budget balances were shared.
10. 27 full time faculty and 16 part time applications were approved. 7 faculty applications pending approval.
11. PGI/PGH Update (Elda)
12. Lizbeth, John, Lisa, and Tania met with Alexis Carter from HR to discuss how to recommend or deny and pass over the PGI, PGH recommendations to salaries and leaves. Alexis will be attending the 11/14 meeting to continue the conversation on how to proceed.
13. Discussed PGI/PGH requests. Will need to review more in depth on an individual level and submit vote.
14. Ethics and limitations of generative AI detectors.
15. Introduction to Microsoft Mail Merge.
16. Adobe Photoshop for Beginners
17. Adobe InDesign
18. Adobe Illustrator
19. Adobe Pro
 | * II. A.2
* II. A.7
* III. A.1
* III. A.8
* III. A.14
 |
| 1. **Action Items**
 | * + 1. Goals and Progress Report
	1. Discussed removing Goal #1. Keep committee website up to date.
	2. Revise Goal #8 to reflect a goal of 350 RSI sign-ups.
 | * II. A.2
* II. A.7
* III. A.1
* III. A.8
* III. A.14
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| **D. Discussion Items** | 1. Flexible Calendar Program Committee membership expansion continued conversation.
	1. Additional member of FLEX Committee needed. Interest form can be submitted on Senate website.
	2. FLEX Committee will continue to operate in a virtual manner at least until Spring.
2. Meeting modality for Spring 2025
3. Based on legal opinion, as an academic senate council/committee, FPDC may be returning to in-person meetings starting Spring 2025.
4. Clarification on the legal opinion is being requested to make sure it applies fully to FPDC due to possible loss of members with accessibility issues of meeting in person.
5. Agenda will be posted and e-mailed 72 hours before the meeting.
 | * II. A.2
* III. A.1
* II. A.8
* III. A.14
* III. C.1
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| 1. **Informational Items**
 | * + - 1. No informaitional items.
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**Next meeting: 11/14/24**

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