



# Faculty Professional Development Committee Minutes

Date: Wednesday, September 14,  
2022  
Time: 2:30pm-4:00pm  
Location: Zoom

**Type of Meeting:** *Regular*

**Note Taker:** *Kathy Osburn*

**Please Review/Bring:**

[August 24 Minutes](#), [Proposed Handbook Outline/TOC](#), [Proposed AY 22/23 FPD Goals](#), [Faculty Engagement Program Plans](#)

**Committee Members:**

Position	Member Name	Contact	Present	Absent
Faculty Co-Chair	Kathy Osburn	<a href="mailto:kosburn@avc.edu">kosburn@avc.edu</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administrative Co-Chair	Kathryn Mitchell	<a href="mailto:kmitchell18@avc.edu">kmitchell18@avc.edu</a>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Administrative Council Member	Dr. Howard Davis	<a href="mailto:hdavis18@avc.edu">hdavis18@avc.edu</a>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
CMSA Representative	James Nasipak	<a href="mailto:jnasipak@avc.edu">jnasipak@avc.edu</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Technical Liaison	Greg Krynen	<a href="mailto:gkrynen@avc.edu">gkrynen@avc.edu</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Classified Representative	Desiree Lee	<a href="mailto:dlee35@avc.edu">dlee35@avc.edu</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tenure Evaluation Coordinator	Tina McDermott	<a href="mailto:tmcdermott@avc.edu">tmcdermott@avc.edu</a>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Adjunct Representative	Sawsan Farrukh	<a href="mailto:sfarrukh@avc.edu">sfarrukh@avc.edu</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Union Representative	VACANT		<input type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, Counseling	John Wanko	<a href="mailto:jwanko@avc.edu">jwanko@avc.edu</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, Counseling	Katherine Quesada	<a href="mailto:kquesada@avc.edu">kquesada@avc.edu</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, CTE	Dr. Rona Brynin	<a href="mailto:rbrynin@avc.edu">rbrynin@avc.edu</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, CTE	Kimberly Sennett	<a href="mailto:kburton3@avc.edu">kburton3@avc.edu</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, MSE	Dr. Zia Nisani	<a href="mailto:znisani@avc.edu">znisani@avc.edu</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, MSE	Jane Bowers	<a href="mailto:sbowers@avc.edu">sbowers@avc.edu</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, L&CA	Mark Hoffer	<a href="mailto:mhoffer@avc.edu">mhoffer@avc.edu</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, L&CA	VACANT		<input type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, A&H	Paul Taglianetti	<a href="mailto:ptaglianetti@avc.edu">ptaglianetti@avc.edu</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, A&H	VACANT		<input type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, SBS	Kent Moser	<a href="mailto:kmoser@avc.edu">kmoser@avc.edu</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, SBS	Ken Schafer	<a href="mailto:kshafer2@avc.edu">kshafer2@avc.edu</a>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Faculty Rep, AKIN	Carrie Miller	<a href="mailto:cmiller@avc.edu">cmiller@avc.edu</a>	<input type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, AKIN	VACANT		<input type="checkbox"/>	<input type="checkbox"/>
ASO Rep	VACANT		<input type="checkbox"/>	<input type="checkbox"/>

Items	Person	Action
I. Approval of Agenda	All	<b>Issues Discussed:</b> Zia Nisani and Kent Moser

		<p><b>Action Taken:</b> Motion passed</p> <p><b>Follow Up Items:</b></p>
II. Opening Comments from Co-chairs.	Kathy Osburn Kathryn Mitchell	<p><b>Issues Discussed:</b> Kathy Osburn discussed the roll out of Cornerstone. Requested Greg Krynen provide more training.</p> <p><b>Action Taken:</b></p> <p><b>Follow Up Items:</b> Greg Krynen to provide additional faculty training for Cornerstone</p>
III. Open Comments from the Public	All	<p><b>Issues Discussed:</b> Zia Nisani asked faculty in his area about holding FPD events a week prior to the semester, the response was overwhelmingly positive. Rona Brynin reported that Nursing cannot attend that week. Counseling does not want it the week prior to fall, requested week prior to spring. Starting the spring so early really restricts our ability to complete FPD.</p> <p><b>Action Taken:</b></p> <p><b>Follow Up Items:</b></p>
IV. Approval of Previous Minutes (04/27/22)	All	<p><b>Issues Discussed:</b> One correction, Sawsan is on the handbook subcommittee.</p> <p><b>Action Taken:</b> Sawsan, Second Kent</p> <p><b>Follow Up Items:</b> Add Desiree Lee and Paul Taglianetti to the FPD Committee distribution list</p>
V. Discussion Items	All	<ol style="list-style-type: none"> <li>1. FPD Goals for AY 22/23 (Kathy Osburn) <ol style="list-style-type: none"> <li>a. Osburn presented goals for the committee</li> <li>b. Committee discussion took place editing and adding goals</li> </ol> </li> <li>2. Handbook Outline/TOC (James Nasipak) <ol style="list-style-type: none"> <li>a. Subcommittee created the outline</li> <li>b. FPD Committee members were very pleased with the work of the subcommittee</li> </ol> </li> <li>3. FEP Program (Mark Hoffer) <ol style="list-style-type: none"> <li>a. Mark discussed improving engagement particularly in Instructional Exchanges</li> <li>b. Kathy asked for Mark to give us some informal training on FEP so that we can go to our divisions and disseminate the information.</li> <li>c. Mark will give us information and some “guides”</li> </ol> </li> <li>4. Cornerstone: FPD Division Reps should act as a resource to division faculty</li> <li>5. Cornerstone Reports (Greg Krynen, Kathy Osburn) Greg is currently working on training for faculty to run reports in Cornerstone</li> </ol>

		<p>6. FPD Marketing: Zia discussed the need to market Standard 2 events to students and the community. Can we use the marquee or student email?</p> <p>7. Meeting Dates for Fall 22: 8/24, 9/14, 9/28, 10/12, 10/26, 11/9/,11/23</p>
VI. Action Items	All	<p>1. FEP Plans</p> <ul style="list-style-type: none"> <li>a. Mark shared the current submitted FEP plans</li> <li>b. Committee reviewed and discussed. The FIG run by John Wanko will have a larger number than is usual, but the justification was presented. It is a FIG that will develop HD101 as ZTC therefore is paramount for faculty. Committee approved the larger number of members.</li> <li>c. Committee approved all FEP plans</li> </ul> <p>2. Handbook Outline</p> <ul style="list-style-type: none"> <li>a. Approved</li> </ul> <p>3. FPD Goals Committee discussed, edited and approved. Kathy will send out an updated version to committee.</p>
VII. Adjourn	All	Meeting Adjourned at 3:40
<b>NEXT MEETING DATE: Sept. 28</b>		