



Faculty Professional Development Committee Minutes

Date: Wednesday, August 23, 2023
Time: 2:30pm-4:00pm
Location: [Zoom](#)

Type of Meeting: *Regular*

Note Taker: *Kathy Osburn*

Please Review/Bring: [Minutes](#) from the April 26 meeting, [FPD Handbook 23/24](#), FPD Event Attendance Tracking Form (email attachment 8/21)

Committee Members:

Position	Member Name	Contact	Present	Absent
Faculty Co-Chair	Kathy Osburn	kosburn@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administrative Co-Chair	Dr. Kathy Bakhit	Khetam.Bakhit@avc.edu	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Administrative Council Member	Nathan Dillon	ndillon@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
CMSA Representative	James Nasipak	jnasipak@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Technical Liaison	Greg Krynen	gkrynen@avc.edu	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Classified Representative	VACANT		<input type="checkbox"/>	<input type="checkbox"/>
Tenure Evaluation Coordinator	Mike Pesses	Mike.Pesses@avc.edu	<input type="checkbox"/>	<input type="checkbox"/>
Adjunct Representative	Sawsan Farrukh	sfarrukh@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Union Representative	VACANT		<input type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, Counseling	John Wanko	jwanko@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, Counseling	Katherine Quesada	kquesada@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, CTE	Dr. Rona Brynin	rbrynin@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, CTE	Caleb Healey	Chealey@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, MSE	Dr. Zia Nisani	znisani@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, MSE	Jane Bowers	sbowers@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, L&CA	Mark Hoffer	mhoffer@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, L&CA	Dr. Richie Hao	rhao@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, A&H	Glen Knowles	gknowles@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, A&H	VACANT		<input type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, SBS	Kent Moser	kmoser@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, SBS	Ken Schafer	kshafer2@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, AKIN	Carrie Miller	clmiller@avc.edu	<input checked="" 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	<u>Issues Discussed:</u>

		<p><u>Action Taken:</u> Motion made by: Zia Nisani Second: Kent Moser</p> <p><u>Follow Up Items:</u></p>
II. Opening Comments from Co-chairs	Kathy Osburn Dr. Kathy Bakhit	<p><u>Issues Discussed:</u> Kathy Osburn stated that we received overwhelmingly positive feedback for the opening week and opening day FPD sessions.</p> <p>Kathy announced that Dr. Bakhit is the new administrative co-chair for the FPDC committee and expressed great enthusiasm for Dr. Bakhit working with the FPDC committee</p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
III. Open Comments from the Public	All	<p><u>Issues Discussed:</u> John Wanko read comments and concerns from counseling faculty. Counselors felt disenfranchised by being asked to work on opening day and felt disinvited. Counselors request that some of the sessions be repeated so that counselors can attend. Ken Shafer discussed opening day requirements and wants administration to make expectations and requirements clear and communicate them with plenty of lead time.</p> <p>Sawsan Farrukh asked if we could offer more evening sessions to help adjuncts and counselors attend. Rona Brynin liked the schedule and was appreciative to be able to attend prior to the start of the semester.</p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
IV. Approval of Previous Minutes	All	<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u> Motion made by: Zia Nisani Second: Kent Moser John Wanko and Sawsan Farrukh abstained. Minutes Approved</p>
V. Discussion Items	All	<p>1. Committee Goals for the Year</p> <p>Discussion: Kathy proposed goals for the year. Mark Hoffer wants to add revising our standards to our yearly goals. Ken Shafer agrees, we need to review our standards.</p> <p>FPDC Goals for the AY 23/24:</p> <ol style="list-style-type: none"> 1) Complete the 24/25 handbook prior to the end of the spring semester 2) Plan spring welcome back day 3) Explore the concept of requiring IDEAA training as part of our FPD requirements

		<p>4) Update the FPD webpage on the AVC website</p> <p>5) Update our FPDC Canvas Shell</p> <p>6) Plan FPD days for Fall 2024 opening week</p> <p>7) Develop a process for placing events on the FPD calendar outside of the regular spring approval process</p> <p>8) Review our current Standards and consider revisions</p> <p>2. Nov. 22 FPDC Meeting</p> <p>Mark Hoffer said it will be beneficial to FEP to have a later meeting. The committee had a thorough discussion citing the pros and cons of moving the Nov. 22 meeting to Nov. 29</p> <p>3. FPD Event Tracking Form</p> <p>The committee discussed the event tracking form and decided it will be placed in the Canvas shell</p> <p>4. FPD Handbook</p> <p>The committee reviewed the handbook as a team and engaged in a robust discussion. Several suggestions were made for revisions and the revisions were made per committee agreement</p>
VI. Action Items	All	<p>1. Approval of the FPD 23/24 Handbook</p> <p>Motion carried. The FPD 23/24 handbook was officially approved and will be posted on the FPD page on the AVC website as well as the FPDC Canvas shell</p> <p>2. Approval to move the Nov. 22 FPDC meeting to Nov. 29</p> <p>Motion carried. The FPDC meeting scheduled for Nov. 22 will be moved to Nov. 29</p>
VII. Adjourn	All	
NEXT MEETING DATE: Sept. 13		Meeting Dates for Fall 23: Aug. 23, Sept. 13, Sept. 27, Oct. 11, Oct. 25, Nov. 8, Nov. 29