



Faculty Professional Development Committee Minutes

Date: Wednesday, January 25, 2023
 Time: 2:30pm-4:00pm
 Location: Zoom

Type of Meeting: Regular

Note Taker: Kathy Osburn

Please Review/Bring: Minutes from the Nov. 30 and Jan. 11 meetings

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	Kathryn Mitchell	kmitchell18@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administrative Council Member	Nathan Dillon	ndillon@avc.edu	<input type="checkbox"/>	<input checked="" type="checkbox"/>
CMSA Representative	James Nasipak	jnasipak@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Technical Liaison	Greg Krynen	gtkrynen@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Classified Representative	Desiree Lee	dlee35@avc.edu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tenure Evaluation Coordinator	Tina McDermott	tmcdermott@avc.edu	<input type="checkbox"/>	<input checked="" 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	Richie Neil 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>Action Taken: Motion made by: Katherine Quesada Second: John Wanko</p> <p>Follow Up Items:</p>
II. Opening Comments from Co-chairs.	Kathy Osburn Kathryn Mitchell	<p>Issues Discussed: No opening comments</p> <p>Action Taken:</p> <p>Follow Up Items:</p>
III. Open Comments from the Public	All	<p>Issues Discussed: Mark Hoffer, has received a lot of negative feedback on Cornerstone. It's difficult to find things. Sawsan has received requests for assistance, but no negative feedback. A discussion about what to do with events in Cornerstone that we planned to attend but did not attend. Katherine Quesada and Sawsan Farrukh asked if we could offer a Cornerstone FPD event. Jane Bowers reminded everyone that the FPD Canvas shell is available. She asked if we could send out a reminder to everyone.</p> <p>Action Taken:</p> <p>Follow Up Items: Kathy Osburn and Greg Krynen to discuss the best way to track hours and how to train faculty to do so.</p>
IV. Approval of Previous Minutes	All	<p>Issues Discussed: Nov. 30, 2022 minutes</p> <p>Action Taken: Motion made by: Zia Nisani Second: John Wanko Abstentions: Richie Hao</p> <p>Follow Up Items: Add Richie Hao</p> <p>Issues Discussed: Jan. 11, 2023 minutes</p> <p>Action Taken: Motion made by: Kent Moser Second: John Wanko Abstentions: Richie Hao</p> <p>Follow Up Items: Add Richie Hao</p>
V. Discussion Items	All	<ol style="list-style-type: none"> 1. FPD Hours Requirements 23/24, Osburn Administration approved. Senate will vote. Hours are the same for adjuncts and ft overload. Discussion ensued regarding adjunct hours not reducing. 2. Handbook for 22/23 and 23/24, Osburn Handbook is complete. We will vote next meeting. We will then work on the 23/24 handbook. Mark reminded us that we will need to revisit our standards. 3. FPD Event Advertising—Ken Shafer

		<p>Sent an email to the ListServ the night prior to his event and the email did not get delivered until several days later. We need to have a uniform way to advertise our events. Discussion ensued regarding how to advertise events. Richie Hao asked if we could create a calendar of events in the Canvas shell.</p> <p>4. Adjunct FLC—Sawsan Farrukh</p> <p>Sawsan Farrukh to send in a list of dates for the adjunct FLC events. Kathryn Mitchell said to start by asking the Senate for money. If not perhaps, staff development funds. Adjunct meet and greet scheduled for March 27 1:00 – 3:00. Will be rescheduling the adjunct FPD burnout event. James Nasipak suggested the faculty staff lounge in the cafeteria for the adjunct meet and greet. The meet and greet will be the kick off for a series of adjunct events.</p> <p>5. FEP Update—Mark Hoffer</p> <p>We have five new mentorships and a possible FIG or FLC.</p> <p>6. 23/24 FPD Event Proposals—Osburn, Krynen</p> <p>The new proposal form was reviewed. Proposals are due by Feb. 8. If we do not have enough proposals, we will extend the due date.</p> <p>7. FPD Canvas Shell Updates—Osburn</p> <p>Kathy Osburn asked how many notices is too many? We currently are offering a monthly email detailing all the events for the month and then a reminder 24 hours in advance. Jane Bowers suggested that event presenters use their event registration to email the registered people a reminder email the day before.</p> <p>8. Sabbaticals—Osburn</p> <p>Sabbatical applications close on Jan. 27. So far we have one application. Still waiting for the information on funding for sabbaticals.</p>
VI. Action Items	All	
VII. Adjourn	All	
NEXT MEETING DATE: Feb. 8		Meeting Dates for Spring 23: January 11 , January 25, February 8, February 22, March 22, April 12, April 26