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| **Faculty Professional Development Committee** **Minutes** | **October 13, 2021****2:30 p.m. to 4 p.m.****Location: Zoom** : 971 6381 7114 |
| COMMITTEE MEMBERS Rosa Brambila Fuller, Faculty Co-chair Isabelle Saber, Administrative Council Member Katherine Mitchell, Administrative Council Member *VACANT* , Administrative Council MemberWalter Briggs, Faculty MemberJane Bowers, Faculty MemberDr. Rona Brynin, Faculty MemberDr. Barbara Fredette, Faculty MemberMark Hoffer, Faculty MemberDr. Zia Nisani, Faculty MemberTyrone Mettler, Faculty MemberKimberly Sennet, Faculty MemberJohn Wanko, Faculty Membervacant, Faculty MemberTina McDermott, Tenure Evaluation Coordinator - *Absent*Greg Krynen, Technical Liaison Kathy Osburn, Faculty Union Rep James Nasipak, Confidential Management/Supervisory/AdministratorsGwenn Preston, Classified Representative - *Absent*vacant- Adjunct Representative |
| Items  | Action  |
| 1. Opening Comments from Faculty Co-chair
 |  Rosa welcomed everyone. |
| 1. Open comments from the Public
 |  No comments. |
| 1. Approval of Agenda
 |  All approved agenda. |
| 1. Approval of Minutes
 | 1. September 22, 2021 FPDC Meeting. (Thanks to Ms. Brynin)
2. Minutes approved with 2 corrections and 1 abstention.
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| 1. Discussion Items
 | 1. Discussion on minutes about whether a committee on FEP programs had been formed at the last meeting. A request was made to note an additional abstention on the approval vote of FEP program participants.
2. FPDC handbook revisions:

Presenters credit: Discussion for professional development credit for the presenters/coordinators listed in the FPD Handbook. Clarification needed for the part when there are several presenters, and how each of them claim the PD credit, and whether additional preparation hours are standard I or II, and how many hours for the prep time. Additional work needs to be done to clarify the language in the Handbook. Kathryn Mitchel clarified the formula that was developed a few years ago and counted a time of presentation plus twice the time of standard II for the preparation time. Corrections proposed: * 1. For formula 1: Standard 2 developmental credit for each hour of presentation plus time of the presentation.
	2. For formula 2: Same as above.
	3. For formula 3 (for coordinators): Two hours of standard 2, plus hour of event if attended.

Mark volunteered to work on this section to clarify the language and the formulas reading. The revisions will be tabled back at the next meeting. Rosa thanked John for looking into the AVC policy to update the Travel section of the handbook. Some liability concerns remain and Rosa has followed-up with Human Resources to ask for additional clarification. In the meantime, she proposes to remove the trip request part, since HR has communicated twice that no trip request is needed. Standard 2 committees: Question raised from the Accreditation committee whether they get credit for the committee work. Rosa clarified that participation in the governance participatory committees count as 10 hours of standard 2.Rosa and James Nasipak are working on the revisions of the handbook in google docs. 1. Discussion: Musical Performances and FPD credit (2 or 3)

Issue: whether student performances should be under the blanket of the standard 2 and the concern is whether it meets the Chancellor’s categories. Committee goal is to make sure that our FPD standards align with the Chancellor’s categories and listed in the FPD Handbook. Nate Dillon (guest) pointed that the faculty curated student performances were approved for standard 2 the umbrella policy in March 2019. Nate presented how he sees the art student performances fall under different Chancellor’s categories. He brought up the concern that many times when the art faculty are asked to organize the student performance it is a last-minute activity which is the reason it cannot be put under the FPD calendar ahead of time. His other concern is that the same event is being considered standard 2 if approved in the FPD calendar and standard 3 if not on the calendar. Rosa suggested that the 30-minutes lecture must be attached to any musical or art or sporting event as it is stated in the FPD Handbook. The concern is raised whether the art event would be applicable for other discipline faculty, and whether it should be standard 2 or standard 3 event. Two clarifications needed: - whether the faculty curated student art/music performances that go through the FPD calendar should be the standard 2 events. The calendar is communicated to the faculty and sent to the Chancellor’s office. - whether a 30-minute lecture presentation needs to be attached to the art/musical performance.Rosa clarified that there are standards 1 (faculty academy events) and standard 2 (other events that do not fall under the category of faculty academy events) on the FPD calendar. Standard 3 are the additional activities that are not on the calendar and that are directly related to the teaching discipline. Rosa brought to the attention that the addendum that allows to write the events that are not in the FPD calendar under standard 2 is not needed. The issues is having multiple “umbrellas” in the Handbook. Further discussion is needed about the FPD program and the purpose of it. Vote taken on whether addendum needs to be removed from the Handbook, so that any event that is on the FPD calendar is standard 1 or 2 and if it is not on the calendar, it will be considered standard 3. Removal of the addendum is approved with 11 – “yes”, 1 – “no”, 1 – “abstain”. 1. Survey results: FPD contract and Fall opening day.

Two parts brought attention: * Survey about the annual FPD program had 79 responses, 78% of those are adjunct faculty and 22% are full time faculty.
* High number of respondents indicated that the FPD program is a high value for them.
* 62% of those who responded preferred standard 1 events and events that lead to a collegial discussion.
* Survey about the Fall Opening Day program had 16 responses, ranging the ratings from 3 to 3.5 to 4 stars.
* 30% of those have been a presenter or coordinator of the FPD event.
* Quite a few respondents ranged the life-long learning or collegial exchange events in the top three of the valuable and rewarding FPD events, following by the faculty mentorship activity.
* Respondents range the faculty strategy as the most beneficial, followed by the topics related to student learning and engagement, followed by the classroom management techniques.
1. Spring Welcome Back proposed ideas are welcome.

Some current suggestions: * Rosa requested that committee members reach out to colleagues for suggestions on presenters for Spring Welcome Back day.
* Rosa reached out to Dr. Zimmerman about possible financial aid workshop, and she accepted.
* She spoke with someone from the Accreditation committee who also wants to speak.

Other ideas include the following, but speakers are needed:* Basic needs information.
* Budget information.
* OER (Zia offered to speak how he uses in his classes, if someone else joins him).
* Distance Education committee?
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| 1. Action Items
 | 1. Approval of handbook language A. and B with 2 objections.

Approved – removing the standard 2 blanket for the art/music performances that are not on the FPD calendar with two abstentions. Postponed – language on the presenters’ formula.  |
| VII. Information Items  |  FPD co-chair needed for Spring 2022 term.  |
| VIII. Adjournment |  Meeting adjourned at 3:59 p.m. |
| Next meeting 10/27/21 via zoom  |  Minutes to be taken by J. Bowers |

Approved 10/27/21