

# Faculty Professional Development Committee Minutes

Date: Wednesday, October 9, 2024  
Time: 2:30pm-4:00pm  
Location: L201 and [Zoom](#)

**Type of Meeting:** *Regular*

**Note Taker:**

**Please Review/Bring:** Minutes from 9/25, Updated FEP Plans

**Committee Members:**

Position	Member Name	Present	Absent
Faculty Co-Chair	Kathy Osburn	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administrative Co-Chair	Van Rider	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Administrative Council Member	Nathan Dillon	<input type="checkbox"/>	<input checked="" type="checkbox"/>
CMSA Representative	James Nasipak	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Technical Liaison	Greg Krynen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Classified Representative	Darlene O'Keeffe	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Adjunct Representative	Sawsan Farrukh	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Union Representative	VACANT	<input type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, Counseling	John Wanko	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, Counseling	Katherine Quesada	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, CTE	Dr. Rona Brynin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, CTE	Caleb Healey	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, MSE	Dr. Billy Cheewawisuttichai	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, MSE	Jane Bowers	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, L&CA	Mark Hoffer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, L&CA	Dr. Richie Hao	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, A&H	Glen Knowles	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Faculty Rep, A&H	VACANT	<input type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, SBS	Kent Moser	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, SBS	Dr. Ken Schafer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, AKIN	Carrie Miller	<input type="checkbox"/>	<input checked="" 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><u>Issues Discussed:</u></b> <b><u>Action Taken:</u></b> Motion made by: Katherine Quesada Second: John Wanko

		<b><u>Follow Up Items:</u></b>
II. Opening Comments from Co-chairs	Kathy Osburn Van Rider	<b><u>Issues Discussed:</u></b>  <b><u>Action Taken:</u></b> <b><u>Follow Up Items:</u></b>
III. Open Comments from the Public	All	<b><u>Issues Discussed:</u></b> Rona inquired about the Standard 2 form. Kathy will update and bring to next meeting. Caleb inquired about FPD credit for program review. Jane reminded everyone to check the Cornerstone calendar for events outside of AVC. @One has some new classes that just opened. Rona asked about the AI Education event on Oct. 26 not showing on the Cornerstone calendar. Jane said that it is because each session has to be accessed separately. Darlene will put the event on the schedule. <b><u>Action Taken:</u></b> <b><u>Follow Up Items:</u></b>
IV. Approval of Previous Minutes	All	<b><u>Issues Discussed:</u></b> N/A <b><u>Action Taken:</u></b> Motion made by: Rona Brynin Second: Caleb Heasley <b><u>Follow Up Items:</u></b> abstentions Billy Cheewawisuttichai, James Nasipak
V. Discussion Items	All	<ol style="list-style-type: none"> <li>1. Keenan Training, Kathy Osburn Rona inquired about the accuracy of the notices we are receiving from Keenan stating that our trainings are overdue. Kathy reminded everyone that Keenan training is Standard 1. Faculty are required to do certain trainings and are allowed to complete any optional trainings they choose. Keenan trainings are an external event and faculty should upload their completion certificates.</li> <li>2. Spring Welcome Back subcommittee update, Jane Bowers Jane discussed the progress the subcommittee has made. There will be three or four tracks. We currently have AI trainings, technical training sessions, and an FPD session. We are hoping to invite a guest speaker to teach us how to use Microsoft CoPilot. The committee asked Greg to look into Canvas Quiz Solver and determine if it would be a good topic for a session on welcome back day.</li> <li>3. Brown Act, Darlene O'Keefe Darlene discussed the requirements of the Brown Act.</li> </ol>

VI. Action Items	All	1. Updated FEP plans, Mark Hoffer Passes unanimously
VII. Adjourn	All	
<b>NEXT MEETING DATE: Oct. 23</b>		Meeting Dates for AY 24/25: <b>Fall</b> — <del>8/28, 9/11, 9/25, 10/09</del> , 10/23, 11/13, <del>11/27</del> , 12/4 <b>Spring</b> -- 2/12/ 2/26/ 3/12, 3/26, 4/09, 4/23, 5/14, 5/28