



Faculty Professional Development Committee Minutes

Date: Wednesday, October 12, 2022
 Time: 2:30pm-4:00pm
 Location: Zoom

Type of Meeting: *Regular*
 Note Taker: *Kathy Osburn*
 Please Review/Bring:

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 type="checkbox"/>	<input checked="" type="checkbox"/>
Administrative Council Member	Dr. Howard Davis	hdavis18@avc.edu	<input type="checkbox"/>	<input checked="" type="checkbox"/>
CMSA Representative	James Nasipak	jnasipak@avc.edu	<input type="checkbox"/>	<input checked="" 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	Kimberly Sennett	kburton3@avc.edu	<input type="checkbox"/>	<input checked="" 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	VACANT		<input type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, A&H	Paul Taglianetti	ptaglianetti@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 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>

		Action Taken: Motion made by: Zia Nisani Second: Mark Hoffer. Motion approved.
II. Opening Comments from Co-chairs.	Kathy Osburn Kathryn Mitchell	Issues Discussed: Paul Taglianetti is doing amazing work creating flyers for our FPD events
III. Open Comments from the Public	All	Issues Discussed: Ken Shafer said we need Zoom links for FPD events that are filled to capacity. Sawsan asked if she should send out emails to adjuncts regarding FPD. One of our FLCs had a challenging start due to a scheduling conflict. Do they fall under Brown Act? No. Can we schedule FPD events for the spring that are not currently on the schedule? Yes.
IV. Approval of Previous Minutes	All	Issues Discussed: Minutes from the 9/28/22 meeting Action Taken: Motion made by: Zia Nisani Second: Kent Moser. Abstentions Ken Shafer and Sawsan Farrukh. Motion passed, minutes approved.
V. Discussion Items	All	<ol style="list-style-type: none"> 1. How to efficiently and effectively update the FPD Handbook? (All) <ol style="list-style-type: none"> a. The committee will revise the handbook one week at a time. b. Kathy will assign the handbook to the committee members in chunks. c. Mark Hoffer proposed that we match our handbook to match the table of contents. d. Kathy broke up the FPD General Information section up this week as follows:

		<ul style="list-style-type: none"> (a) Fall Opening Day: Kathy, Zia, Kent, Sawsan (b) Event Attendance Verification: Greg and Kathy (c) Professional Development Hours for Presenters and Coordinators: Rona, Jane, Katherine Q., Paul (d) Rescheduling and Cancellation Policy: Kathy, Greg, Ken (e) Non-Professional Development Activities: Zia, Mark (title update?) (f) Sign up Procedure for Field Trips and Limited Space: John, Sawsan, Ken (g) Professional Development Trip Guidelines: John, Sawsan, Ken (h) Participation and Planning of Special Projects and Campus Diversity Events: Katherine Q., Paul, James, and Desiree (i) Evaluation of Professional Development Program: Kathy, Greg, Rona, (ask Svetlana) (j) Professional Development Appeals, Requests, and Questions: James Note taker was kicked out of Zoom and missed this portion (k) Professional Development Budget: Kathy, Kent <p>e. This section is due by next meeting October 26.</p> <ul style="list-style-type: none"> 2. FPD required hours reduction (Kathy) <ul style="list-style-type: none"> a. Mark located the notes on prior FPD hours reduction to 48. Mark will forward the notes to Kathy. 3. Training for FPD Faculty Division Reps (Greg) <ul style="list-style-type: none"> a. Kathy will create a PP for reps to use
a. Action Items	All	<ul style="list-style-type: none"> 1. Vote on procedure to update the FPD Handbook <ul style="list-style-type: none"> a. Consensus that the committee will work on the sections as agreed 2. Vote on granting FPD credit for watching recorded FPD events (not technical training) <ul style="list-style-type: none"> a. Nays won 3. Vote on whether or not we will keep the FPD contract requirement <ul style="list-style-type: none"> a. Table for next meeting
VI. Adjourn	All	4:00 pm
NEXT MEETING DATE: Oct. 26		Meeting Dates for Fall 22: 8/24 , 9/14 , 9/28 , 10/12 , 10/26, 11/9/,11/23