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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| P | John Vitullo(Co-Chair/Designee) | A | Lisa Rodriguez(POD, Acting Director) | P | Kelley Lyons(Part-Time Faculty, AS) | A | Tamra Horton(FA) | P | Rita Page(FLAC) |  | VACANT(AS Faculty at large) |  | VACANT(AS) |
| P | Lizbet Sanchez(Co-Chair) | A | Tania Anders(AS, VP Senate) | A | Dalia Chavez(Non-Credit, AS) | P | Emily Versace(AS) | P | Carol Impara(AS, DL) | P | Chara PowellGuest |  |  |
| A | Elda Blount(POD, Classified) | A | Allison Wibowo(Student AS) |  |  |  |  |  |  |  |  | P | *Scribe: Vanessa Salazar* |

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| **Item** | **Outcomes** | **ACCJC Standards** |
| 1. **Approval of Minutes**
2. **Welcome**
 | 1. 9/22/22 meeting minutes reviewed with one edit.
	1. Quorum was not met therefore minutes will be reviewed and voted on during next meeting on 10/27/22.
2. Welcome Chara Powell and Introductions
	1. Chara cannot vote until she is appointed by AS
 | * II.A.2
* III.A.1
* III.A.14
 |
| 1. **Report Out – Group 2**

1. Non-Credit (Dalia)2. FLAC (Rita)3. Distance Learning (Carol)**Group 1 to Report Out 10/27/22**1. FLEX (Tania)
2. POD (Lisa)
3. Conference & Travel (Lisa)
 | 1. Dalia
	1. Absent
2. Rita
	1. She reported that a lot faculty are stuck in Spot and have not finished it. During the winter a 6 week Spot class will be offered via Canvas. The FLAC team is working on Lead from the Middle, it’s a future work that is in coordination with the Chancellor’s office and uses Chancellor’s resources in order to teach people how to properly give good accessibility with their courses; this is the works for Spring. Rita participated in the Magic Mountie podcast and spoke about One Book One Campus. Sun Ezzell is encouraging more people to join the podcast. Mika Stewart is coordinating the ACUE Itel Micro certificate course. Rita reported that there is still conference money available, but there are restrictions. There are 24 banned states, POD money cannot be used to travel to those states. There will be a student leadership retreat at Lake Arrowhead with Rita, Barbara Carrillo and Lisa Rodriguez, on self-governance and EID (Emotional Intelligence & Diversity).
3. Carol
	1. Carol reported that there is a collaboration between Team Coco and the Spot DI Coordinator to host a moderated Spot training for faculty who get stuck in Spot and do not have the Canva skills; trying to address skills gaps. They will be asked to to take growing with Canvas course later. Spot continues to be updated. FCLT is running Canvas related technology sessions. Distance Learning is planning to join the Accreditation team for a forum, where they will discuss regular substantive interation and the new AP, along with contract changes related to distance learning. This will count towards Spot recertification. The report for this year is that there are 35 faculty who will need to achieve Spot recertification by July 30th, Carol sent out a notice. For next year, there will be around 200 faculty who need to be recertified; there have been a lot of suggestions floated about how to handle that. Carol stated that POD looked into doing a curriculum process similar to the way FOMAR (Fully Online Mutual Agreement Readiness) was and they determined that Cornerstone was not flexible enough to support that.
		1. Rita asked if there could be an incentive to recertify early?
			1. Carol stated that some people have recertified early, but DL has to reset the Smartsheet to handle them. She tends to get more administrative questioning about people who recertify early and therefore their next recertificate date is a long ways in the future. She said that faculty can recertify at any point in their recertification period as long as they’ve taken their training during that time. The Spot recertification webpage will list the courses that are approved for recertification. But there is a problem in some of the self-paced courses, where one does not receive proof of attendance, without proof it will not be accepted. She said that DL is an academic senate curriculum based committee, so she tracks when people are done but she does not look at the evidence and does not update Smartsheet; that’s and administrative function. DL should not handle keeping track of that. She does shepherd the training to DL to get it approved because that is faculty’s prerogative. She stated that a lot of what she’s doing is something that classified should probably be doing.
 | * II.A.2
* II.A.7
* III.A.1
* III.A.8
* III.A.14
* III.C.1
 |
| **D. Guest(s)** | No Guests |  |
| **E. Action Items** | Please vote on the pending PGI/PGH requests via Smartsheet1. Academic Senate Academy
2. Adopting and Adapting OER: OpentStax
3. Advocacy Skills Workshop
4. Basic Needs Allyship Training
5. Disability, Communication, and Language
6. Race, History, and Disability Training
7. Universal Design (UDL) Strategies – Credit Focus
8. Univeral Design (UDL) Strategies – Noncredit Focus
9. What, Why and How? Open Educational Resources 101
* John explained the voting process via Smartsheet to Chara. He asked the council if they had any items to pull for discussion, they did not.
 | * II.A.2
* II.A.7
* III.A.1
* III.A.8
* III.A.14
* III.C.1
 |
| **F. Discussion Items** | 1. Gaps in membership
	1. There is a vacant AS faculty at large position open
2. Faculty retreat
	1. Tania to discuss this at the 10/27 meeting
	2. John added that when managers do not use professional development funds, they donate those funds back into the pot and use it to pay for a managers retreat.
		1. Emily suggested that the council ask Lisa at the 10/27 meeting about funds and grants.
3. Goals 2022-23
	1. Goals are due by 11/5.
	2. Goal 1 is to stay the same
	3. Council reviewed goals
		1. Emily stated that the council should pre-write the report/goals then fill in the outcome, to begin with the end in mind and fill in the gaps. She asked whether the council wants to use some of their time to start filling in the goals or task a group to talk about it at the next meeting and see if there’s anything that needs to be adjusted.
	4. Goal 5
		1. John asked how the council feels about promoting faculty collaboration and connection via in-person, online and social media. He also asked how the council will meet this goal if there’s no faculty retreat or if Flex Day is going to be online.
			1. Lizbet stated promoting collaboration connection is necessary because a lot of faculty feel isolated. She stated that from a faculty perspective, they’ve always focused on the culture that they’re creating for their students, but they’re neglecting to discuss the culture that they create for faculty. She said that campus culture is molded by the Board of Trustees, the President, Academic Senate and through governance structures. She asked the council if they have ideas on how to build community again.
				1. Carol suggested that a needs assessment and response survey be created. The council agreed. She added that another DEISA goal should be created.
				2. Chara asked if the council could work with the data coaches to do this. She stated that faculty need to feel connected to one another because that drives student success and retention.
	5. Goal 6
		1. Carol reported that perhaps this goal can focus on accreditation including regular and substantive interaction since they’ve met that goal of accreditation. It is a DL goal to participate in accreditation and they’re already doing that so the focus just might need to be expanded.
4. Purpose and Function
	1. John stated that FPDC should create goals that are in alignment with the council’s goals, as well as the district’s goals.
	2. To be discussed at 10/27 meeting
5. Professional Development Plan
	1. To be discussed at 10/27 meeting
 | * II.A.2
* II.A.7
* III.A.1
* III.A.8
* III.A.14
* III.C.1
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| **G. Informational Items** | 1. Magic Mountie Podcast Analytics (Lisa)
	1. To be discussed 10/27
2. Future Guests
	1. Lianne Greenlee – Feedback on Accreditation ISER
		1. John encouraged the council to look through the documents that Lianne sent and prepare any necessary questions.
	2. Lizette Henderson - ChromeRiver
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**Next meeting: October 27, 2022**

Updated FPDC webpage: <https://www.mtsac.edu/governance/committees/fpdc/>