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| P | John Vitullo  (Co-Chair/Designee) | P | Lisa Rodriguez  (POD, Acting Director) | P | Kelley Lyons  (FA) | P | Tamra Horton  (FA) | P | Rita Page  (FLAC) | A | Chara Powell  (AS) | P | Sarah MacLean  (AS) |
| P | Lizbet Sanchez  (Co-Chair) | A | Tania Anders  (AS, VP Senate) | P | Dalia Chavez  (AS) | A | Emily Versace  (AS) | P | Carol Impara  (AS) | A | Elda Blount  (POD, Classified) | P | Janet Jiang  (Student AS) |
|  |  |  |  |  |  |  |  |  |  |  |  | P | *Scribe: Vanessa Salazar* |

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| **Item** | **Outcomes** | **ACCJC Standards** |
| 1. **1. Welcome New Member**   **2. Approval of Meeting Minutes**  **3. Announcement** | 1. Student Representative: Janet Jiang 2. 10/12/23 Meeting Minutes    1. Minutes voted on and approved    2. Dalia and Tamra abstained 3. Campus Safety Forum (2:30-4:00)    1. The council agreed that it was okay to end the meeting at 2:30 to allow members to attend the Safety Forum. | * II.A.2 * II.A.7 * III.A.1 * III.A.8 * III.A.14 |
| 1. **Report Out**   **Group 1 to report out 10/26/23**   1. Flex (Tania) 2. POD (Lisa) 3. Confernce & Travel (Lisa) 4. PGI/PGH (Elda)   **Continuation of 10/12/23 Meeting**   1. Salary & Leaves (Tamra) 2. Distance Learning (Carol)   **Group 2 to report out 11/9/23**   1. Noncredit (Dalia) 2. FLAC (Rita) 3. Distance Learning (Carol) 4. Salary & Leaves (Tamra) | * 1. Lizbet reported on behalf of Tania: Flex proposals will be going out soon for Spring 2024 Flex Day; these will be due 11/19/23. The theme is focused on faculty self-care and campus safety. Spring Flex will be online, but a Flex professional development opportunity will be available the day before; this one is hands-on first aid focused.   2. Lisa reported that POD will have a grand re-opening on 11/6/23 from 12:00-4:00, all are welcome to attend.   3. Lisa reported that classified/confidential travel is at -$429, PDC is working on fixing that. PDC is looking at different approaches, like the first come first serve basis, also repeat customers who’ve attended 5 years in a row.      1. Faculty revised budget was $124,000 (that is without the rollover account added), with a $51,000 remaining balance and there’s $8,000 pending approval, once approved would be about $80,000. Management is at $6,000.         1. The unused rollover account is at $229,000, for a balance of $300,490.         2. The revised budget is $180,000 and the amount approved is $101,729, remaining balance is $78,271, pending approval $8,735.      2. Approved conference & travel for classified- 31, faculty- 24, adjunct- 10, management- 0.      3. She shared with the president’s advisory that the majority of requests for travel fall under diversity, cultural competence, instructional excellence, and supporting student achievement.   4. Lizbet reported on behalf of Elda- she reported that 27 workshops since November 2021 have been sent to S&L, and are still awaiting approval.      1. Tamra was asked the status of these pending submissions, she said that S&L was waiting to hear from FPDC and waiting for FPDC to change their purpose and function.         1. Tamra is asking for Elda to clearly indicate in the PGI/PGH submissions document, which workshops have been approved by FPDC and which ones are pending FPDC approval.         2. The purpose & function has been sent to Academic Senate, now it just needs to be approved by PAC.   5. Tamra reported that S&L has been reviewing sabbaticals and PGI petitions as quickly as possible. She stated that communication is going to be much better and will flow better with the new restructuring and approval process.   6. Carol reported that there is a managing exams and quizzes in Canvas, that will count towards SPOT recertification. FCLT is planning a distance learning week, November 6th-9th. There is a SPOT recertification webpage where people can check for recertification opportunities.      1. A council member asked Carol what happens if a faculty member does not complete their Spot Recertification, can they no longer teach online for Mt. SAC? Carol stated that the Academic Senate approved, at DLC suggestion, that their name is removed from the SPOT recertification list and they can take those 4 hours, up to 4 years later and get put back on the list, they are not allowed extra time. | * II.A.2 * II.A.7 * III.A.1 * III.A.8 * III.A.14 |
| 1. **Guests** | 1. No guests |  |
| 1. **Action Items** | 1. No action items |  |
| 1. **Discussion Items** | 1. Council goals    1. A member suggested that in column 4 of the goals document, suggestions on how to accomplish that goal during the year, be added in.    2. Goal #2 outcomes was updated to include: “Israel Correas to provide Outlook training for faculty.” | * II.A.2 * II.A.7 * III.A.1 * III.A.8 * III.A.14 * III.C.1 |
| 1. **Informational Items** | 1. POD Loft Open House: Monday, November 6, 2023, from 12:00-4:00 p.m. Open House will include live demos of training room capabilities. |  |

**Next meeting: Thursday, November 9, 2023**

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