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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) | P | Chara Powell  (AS) | P | Sarah MacLean  (AS) |
| P | Lizbet Sanchez  (Co-Chair) | P | Tania Anders  (AS, VP Senate) | P | Dalia Chavez  (AS) | P | Emily Versace  (AS) | P | Carol Impara  (AS) | P | Elda Blount  (POD, Classified) | P | Janet Jiang  (Student AS) |
|  |  |  |  |  |  |  |  |  |  |  |  | P | *Scribe: Vanessa Salazar* |

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| **Item** | **Outcomes** | **ACCJC Standards** |
| **1. Approval of Meeting Minutes** | 1. 10/26/23 Meeting Minutes    1. Minutes were voted on and approved       1. Elda abstained | * II.A.2 * II.A.7 * III.A.1 * III.A.8 * III.A.14 * III.C.1 |
| 1. **Report Out**   **Group 2 to report out 11/9/23**   1. Noncredit (Dalia) 2. FLAC (Rita) 3. Distance Learning (Carol) 4. Salary & Leaves (Tamra)   **Group 1 to report out 12/14/23**   1. Flex (Tania) 2. POD (Lisa) 3. Conference & Travel (Lisa) 4. PGI/PGH Update (Elda) | * 1. Dalia did not have anything to report   2. Rita reported that the author of the current read for One Book One Campus, will be on-campus 11/14/23, for a book discussion with employees and students. Online course engagement series that are currently going on and coming up: Interactive Touches and Text Content, Involved Text, Exploration of Video, Synchronous Online Teaching, and ELLA.   3. Carol reported there were 5 sessions offered by FCLT for Distance Learning Week, they focused on interactivity in the classroom and design tools. There is a large Spot recertification cohort and Carol is sending out notices.      1. It was mentioned that faculty have expressed that they would like SPOT recertification to be offered during Flex Day breakout sessions.   4. Tamra stated that any past PGI/PGH submissions that were sent straight to Salary & Leaves before in the interim, now need to be reviewed and recommended by FPDC.      1. Another council member stated that once the FPDC purpose & function is approved by PAC, they will start doing that. | * II.A.2 * II.A.7 * III.A.1 * III.A.8 * III.A.14 * III.C.1 |
| 1. **Guests** | 1. No guests |  |
| 1. **Action Items** | 1. No action items |  |
| 1. **Discussion Items** | 1. Conference & Travel Recommendations    1. There was a question from the FA, what happens if a faculty member exceeds the $1,800 C&T, would the money in the rollover account cover the additional expenses, beyond the $1,800?       1. Lisa stated that there are 2 pots of money that are faculty contract. The 1st pot is $100,000 which is district allocated, it goes through POD and is put in for conference & travel. The 2nd pot is $200 per faculty unused, from their division/department that goes into the rollover account; that account is $200,000, with encumbrances from conference & travel. There is about $250,000 left for faculty between those 2 accounts. There is a 3rd account, there’s $78,000 account that PDC can and does reallocate as needed for groups that need conference & travel money.          1. PDC considers the best use for those funds. Although it should be under the purview of FPDC, to make recommendations to PDC. Being that PDC does not govern those 2 pots of money, they just govern one piece of the funding, that was initially there before faculty ever had the rollover account negotiated.    2. This falls under the purview of FPDC and they need to make a recommendation to PDC regarding these funds. It was suggested that FPDC develop guidelines to give to PDC on how FPDC thinks this travel money best serves faculty.       1. FPDC and PDC need clarification on how to interpret the contract language because there seems to be hesitation to go into the $200,00, due to confusion on how they are allowed to use it.          1. This needs to be reviewed as a council, on how best to serve faculty; does the amount that faculty gets need to be increased, should they be allowed to travel twice, should they be allowed to use it for something other than a conference, like a workshop?    3. One council member pointed out, why wouldn’t PDC recognize that the pot of money has increased and just increase what faculty can apply for? Another member responded that PDC is basically asking FPDC for guidelines regarding what serves faculty best; then FPDC can respond accordingly as to what changes they would like to see.    4. A council member asked about forming a small subgroup within FPDC, to come up with ideal guidelines for faculty, and then present that to the rest of the council. The council agreed to the idea of forming a subgroup to come with guidelines and recommendations.       1. Another member suggested that this subgroup also discuss the issues with traveling, when it comes to Chrome River. 2. Council goals    1. Goal #2 was updated to: “Collaborate and coordinate with other campus constituency groups to improve faculty professional development with a focus on diversity, equity, inclusion, social justice, and anti-racism.”    2. Goal #4 was updated to: “Evaluate needs and recommend processes for the professional development of faculty.”    3. Goal #7 was removed.    4. The council voted on and approved the goals and they will now be sent to Academic Senate. 3. Flexible Calendar Committee    1. To be discussed at the next meeting. | * II.A.2 * II.A.7 * III.A.1 * III.A.8 * III.A.14 * III.C.1 |
| 1. **Informational Items** | 1. No informational items |  |

**Next meeting: Thursday, December 14, 2023**

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