

Faculty Professional Development Committee Minutes

Date: Wednesday, May 14, 2025
Time: 2:30pm-4:00pm
Location: T600A [Zoom](#) Please remember we must have in-person quorum

Type of Meeting: *Regular*

Note Taker:

Please Review/Bring: Minutes from the previous meeting, [AY 25/26 FPD Handbook](#)

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 checked="" type="checkbox"/>	<input type="checkbox"/>
Administrative Council Member	Nathan Dillon	<input checked="" type="checkbox"/>	<input 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'Keefe	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Adjunct Representative	Sawsan Farrukh	<input type="checkbox"/>	<input checked="" 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	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	<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u> Motion made by: John Wanko Second: Katherine Quesada</p> <p><u>Follow Up Items:</u></p>

II. Opening Comments from Co-chairs	Kathy Osburn Van Rider	<p>Issues Discussed: No opening comments</p> <p>Action Taken:</p> <p>Follow Up Items:</p>
III. Open Comments from the Public	All	<p>Issues Discussed: No opening comments</p> <p>Action Taken:</p> <p>Follow Up Items:</p>
IV. Approval of Previous Minutes	All	<p>Issues Discussed:</p> <p>Action Taken: Motion made by: Kent Moser Second: John Wanko</p> <p>Follow Up Items:</p>
V. Discussion Items	All	<p>1. Faculty Recognition Day Standard</p> <p>The committee engaged in a discussion regarding the proper standard and past practice</p> <p>2. Editing Video Captions with ChatGPT (Jane)</p> <p>Jane showed a video she made that all faculty can use to caption their YouTube videos via ChatGPT</p> <p>3. FPD Handbook</p> <p>The committee engaged in a discussion that thoroughly considered all changes made to the handbook including, but not limited to, educational code applicable to FPD, FPD credit for ad hoc work groups, FPD credit for POCR team training and onboarding, FPD credit for graduation and FPD credit for faculty that review scholarship application.</p> <p>4. Alternative to VRC/Cornerstone (Ken)</p> <p>The new graph in the VRC/Cornerstone software that displays the number of hours completed satisfied this discussion</p> <p>5. Open Discussion</p> <p>None</p>
VI. Action Items	All	<p>1. Faculty Recognition Day Standard</p> <p>The committee voted that the standard for faculty recognition day is standard two</p> <p>2. Adding the Senate Coordinator as a standing position</p> <p>The handbook discussion precluded the committee from taking action</p> <p>3. 2025-2026 FPD Handbook</p>



		The handbook was approved with Mark Hoffer and James Nasipak voting.
VII. Adjourn	All	
NEXT MEETING DATE: May 28, 2025		Meeting Dates for Spring 25: Feb. 12, Feb. 26, Mar. 12, Mar. 26, Apr. 9, Apr. 23, May 14, May 28