



# Faculty Professional Development Committee Minutes

**Date:** Wednesday, May 28, 2025  
**Time:** 2:30pm-4:00pm  
**Location:** L201 [Zoom](#) Please remember we must have in-person quorum

**Type of Meeting:** *Regular*

**Note Taker:**

**Please Review/Bring:** Minutes from the previous meeting

**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 type="checkbox"/>	<input type="checkbox"/>
Administrative Council Member	Nathan Dillon	<input type="checkbox"/>	<input type="checkbox"/>
CMSA Representative	James Nasipak	<input type="checkbox"/>	<input type="checkbox"/>
Technical Liaison	Greg Krynen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Classified Representative	Darlene O'Keefe	<input checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, A&H	VACANT	<input type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, SBS	Kent Moser	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Faculty Rep, SBS	Ken Schafer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty Rep, AKIN	Carrie Miller	<input checked="" 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	<p><b><u>Issues Discussed:</u></b></p> <p><b><u>Action Taken:</u></b> Motion made by: John Wanko Second: Jane Bowers</p> <p><b><u>Follow Up Items:</u></b></p>

<p>II. Opening Comments from Co-chairs</p>	<p>Kathy Osburn Van Rider</p>	<p><b><u>Issues Discussed:</u></b> none</p> <p><b><u>Action Taken:</u></b></p> <p><b><u>Follow Up Items:</u></b></p>
<p>III. Open Comments from the Public</p>	<p>All</p>	<p><b><u>Issues Discussed:</u></b> none</p> <p><b><u>Action Taken:</u></b></p> <p><b><u>Follow Up Items:</u></b></p>
<p>IV. Approval of Previous Minutes</p>	<p>All</p>	<p><b><u>Issues Discussed:</u></b></p> <p><b><u>Action Taken:</u></b> Motion made by: Ken Shafer Second: John Wanko</p> <p><b><u>Follow Up Items:</u></b></p>
<p>V. Discussion Items</p>	<p>All</p>	<p>1. Cedar Hall (Ken)</p> <p>Ken suggested that the new Board Room might be available for Faculty Professional Development (FPD) presentations. Has this option been formally discussed? The SBS classrooms have proven to be inadequate, and we believe the Board Room could provide a more suitable space for FPD events. Do we currently have access to this venue? Kathy will follow up to confirm.</p> <p>Additionally, are faculty restricted to scheduling classrooms only within their own divisions? We understand that the new version of Astra will introduce a process to allow booking classrooms outside of divisional assignments. Kathy will also reach out to Patty McClure for clarification.</p> <p>2. FEP Reflective Reports (Mark)</p> <p>Mark discussed the reflective reports. All members of the committee were given access to the reports. Mark discussed the FLC in which he was involved. He stated that it led to far greater insight into his colleagues and encourages all of us to consider doing the same. Jane discussed the report for her FLC. The most valuable part of the FLC for the participants was the safe space to share with their colleagues.</p> <p>3. FPD Survey Results (Kathy)</p> <p>35 faculty responded. We discussed the results. Many faculty requested more training on AI and technical training.</p>

4. FPD Week Aug. 11 – 14 and Opening Day (All)

We are running FPD week the week prior to the first week of the semester. Ken Shafer wants AI training prior to the first week of the semester. Jane said any faculty member can email her and she will provide AI resources. Kathy will ask AI committee if they are willing to run FPD events in July.

5. FPD Handbook (All)

John Wanko expressed concerns regarding the practice of awarding FPD credit for commencement, noting that he believes it may not be appropriate. In contrast, Greg Krynen emphasized that commencement represents the culmination of the additional work faculty contribute throughout the year beyond their contractual obligations. Kathy Quesada stated that she agreed with John's position.

Mark Hoffer reported that he raised the 60-hour FPD requirement during the recent Deans and Chairs meeting. He noted that the administration's response was somewhat resistant; however, he felt the conversation was ultimately productive. Mark also conducted research on practices at other colleges and noted that, for example, El Camino College grants FPD credit for reviewing scholarships.

Mark further observed that the committee did not have sufficient time to fully engage in a detailed discussion regarding the handbook. Kathy reminded members that, according to Van Rider, the handbook can be updated at any time and does not need to follow a once-per-year schedule. The committee discussed the possibility of revising the handbook and presenting proposed changes to the union, specifically aimed at reducing the current 60-hour requirement and eliminating FPD hour obligations for adjunct faculty and overload assignments. Mark also provided background on the history of the FPD hour requirement.

6. Alternative to VRC/Cornerstone (Kathy)

Kathy discussed her frustration with the software. We discussed using an excel spreadsheet for each faculty member but still use the VRC for the calendar.

7. Open Discussion

		The team discussed the Keenan trainings. Kathy to contact HR and request all Keenan trainings be sent to faculty on July 1.
VI. Action Items	All	<ol style="list-style-type: none"> <li>1. Adding the Senate Coordinator as a standing position Approved</li> <li>2. FEP Reflective Reports Approved</li> <li>3. 2025-2026 FPD Handbook</li> </ol> <p>The team chose to let the handbook approved at the last meeting stand and to revisit in the fall. Greg suggested that all future handbooks be titled FPD Handbook with a revision date.</p>
VII. Adjourn	All	
<b>NEXT MEETING DATE: August 27, 2025</b>		Meeting Dates for Spring 25: <del>Feb. 12, Feb. 26, Mar. 12, Mar. 26, Apr. 9, Apr. 23, May 14, May 28</del>