



Faculty Professional Development Committee Minutes

Date: Wednesday, Sept. 09, 2026
Time: 2:30pm-4:00pm
Location: L201 [Zoom](#)

Type of Meeting: *Regular*

Note Taker:

Please Review/Bring: Minutes from the Aug. 26 meeting and the May 27 meeting, Credit for Tenure Training

Committee Members:

Position	Member Name	Present	Absent
Faculty Co-Chair	Kathy Osburn	☒	☐
Administrative Co-Chair	Dr. Maria Clinton-Houck	☒	☐
Administrative Council Member	VACANT	☐	☐
CMSA Representative	VACANT	☐	☐
Technical Liaison	Greg Krynen	☒	☐
Classified Representative	VACANT	☐	☐
Academic Senate Coordinator	Darlene O'Keeffe	☒	☐
Adjunct Representative	Noah Stepro	☒	☐
Faculty Union Representative	Wayne Lynch	☒	☐
Faculty Rep, Counseling	Ruben Alcala	☒	☐
Faculty Rep, Counseling	Katherine Quesada	☒	☐
Faculty Rep, CTE	Travis Lee	☒	☐
Faculty Rep, CTE	Caleb Healey	☒	☐
Faculty Rep, HSS	Rona Brynin	☒	☐
Faculty Rep, HSS	VACANT	☐	☐
Faculty Rep, MSE	Dr. Billy Cheewawisuttichai	☒	☐
Faculty Rep, MSE	Jane Bowers	☒	☐
Faculty Rep, L&CA	Mark Hoffer	☒	☐
Faculty Rep, L&CA	Dr. Morenike Adebayo-Ige	☒	☐
Faculty Rep, A&H	Glen Knowles	☐	☒
Faculty Rep, A&H	Carla Corona	☒	☐
Faculty Rep, SBS	Kent Moser	☒	☐
Faculty Rep, SBS	Ken Schafer	☒	☐
Faculty Rep, AKIN	Carrie Miller	☐	☒
Faculty Rep, AKIN	VACANT	☐	☐
AI Workgroup Rep	Dr. Norma Jones	☒	☐
ASO Rep	VACANT	☐	☐

Items	Person	Action
I. Approval of Agenda	All	<u>Issues Discussed:</u> <u>Action Taken:</u> Motion made by: Mark Hoffer Second: Jane Bowers Yes Votes: Greg Krynen, Norma Jones, Ken Shafer, Kent Moser, Carla Corona, Morenike Adebayo-Ige, Mark Hoffer, Jane Bowers, Billy Cheewawisuttichai, Rona Brynin, Caleb Healey, Travis Lee, Noah Stepro, Katherine Quesada, Ruben Alcala, Wayne Lynch, Darlene O’Keeffe Abstentions: Nays:
II. Opening Comments from Co-chairs	Kathy Osburn Maria Clinton-Houck	<u>Issues Discussed:</u> Maria welcomed everyone and thanked them for their work. Kathy discussed the sabbatical timelines and updated the team on negotiations as it pertains to FPD. <u>Action Taken:</u> <u>Follow Up Items:</u>
III. Open Comments from the Public	All	<u>Issues Discussed:</u> Billy Cheewawisuttichai stated that faculty asked about opening day FPD credit being extended by 30 minutes due to the length of the morning session exceeding the time limit. Darlene confirmed it could be easily adjusted to 4 hours and 30 minutes in the Vision Resource Center system. <u>Action Taken:</u> N/A <u>Follow Up Items:</u> Darlene O’Keeffe will adjust the time in the VRC for the Fall 2026 Opening Day morning session by 30 minutes.
IV. Approval of Previous Minutes	All	<u>Issues Discussed:</u> May 27, 2026 Minutes <u>Action Taken:</u> Motion made by: Kent Moser Second: Mark Hoffer Yes votes: Greg Krynen, Ken Shafer, Kent Moser, Morenike Adebayo-Ige, Mark Hoffer, Jane Bowers, Billy Cheewawisuttichai, Rona Brynin, Katherine Quesada, Ruben Alcala, Wayne Lynch, Darlene O’Keeffe Nays: Abstentions: Carla Corona, Norma Jones, Noah Stepro, Caleb Healey, Travis Lee

		<u>Follow Up Items:</u> N/A <u>Issues Discussed:</u> August 26, 2026 Minutes <u>Action Taken:</u> Motion made by: Kent Moser Second: Carla Corona Yes votes: Greg Krynen, Norma Jones, Ken Shafer, Kent Moser, Carla Corona, Morenike Adebayo-Ige, Mark Hoffer, Jane Bowers, Rona Brynin, Caleb Healey, Travis Lee, Noah Stepro, Katherine Quesada, Ruben Alcala, Wayne Lynch, Darlene O’Keeffe Nays: Abstentions: Billy Cheewawisuttichai
V. Discussion Items	All	1. Remote meeting modality (Kathy) The committee discussed the Senate meeting where members questioned the remote meeting modality, particularly focusing on equity concerns and whether the committee was following Brown Act requirements. Caleb and Norma successfully defended the remote meeting option, with the Senate ultimately approving it. The committee confirmed they are meeting in compliance with Brown Act requirements, including having a physical location (L201) and proper posting of agendas and minutes. Kathy and Darlene discussed the need to implement roll call voting for all meetings to comply with the Brown Act, with Caleb developing an app to streamline this process. 2. Opening Day/Week Recap (Darlene, Kathy) The group reviewed attendance numbers for opening week events, which reached 1,792 total participants across various activities including faculty union and academic senate events. The team also discussed feedback about the student panel needing more structure and addressed questions about tenure committee training and FPD credit. 3. FPD credit for tenure committee member training (Kathy) The committee discussed whether or not to approve FPD credit for tenure committee member training. The team reviewed the answers the tenure coordinator provided to the committee’s questions regarding the process and procedures for tenure committee member training.

		4. Spring Welcome Back Day The team discussed planning for Spring Welcome Back Day, which will be held on February 5th. They identified the need to reschedule breathwork and chair yoga sessions that were previously canceled, and decided to gather ideas from staff members at division meetings and through a survey. The group also briefly discussed the possibility of offering phone system training, particularly how to use and customize phone features, and mentioned the potential for incorporating AI in phone system management. The group agreed to plan 2-3 days of FPD events for spring, with sessions including human trafficking awareness with Hank and potentially recording it for future faculty use, and veterans programming. 5. Review implementation and recordkeeping steps for Pay Scale Advancement through the Faculty Academy process (Darlene) The discussion focused on clarifying the relationship between Standard 1 and Faculty Academy training, particularly regarding pay scale advancement for faculty. Kathy explained that an error in the handbook had incorrectly stated that all Standard 1 activities qualified for Faculty Academy. The group discussed how to handle future event approvals, with Darlene pointing out that many events are added directly to the calendar without committee review. The committee agreed to consider how to properly differentiate between Standard 1 and Faculty Academy activities
VI. Action Items		1. FPD credit for tenure committee member training Yes votes: Greg Krynen, Norma Jones, Ken Shafer, Kent Moser, Carla Corona, Morenike Adebayo-Ige, Mark Hoffer, Jane Bowers, Billy Cheewawisuttichai, Rona Brynin, Caleb Healey, Travis Lee, Noah Stepro, Katherine Quesada, Ruben Alcala, Wayne Lynch Nays: N/A



		Abstentions: Darlene O’Keeffe
NEXT MEETING DATE: September 23, 2026		Meeting Dates for Fall 2026: Aug. 26 , Sept. 9, Sept. 23, Oct. 14, Oct. 28, Nov. 25