



# Faculty Professional Development Committee Minutes

**Date:** Wednesday, Sept. 23, 2026  
**Time:** 2:30pm-4:00pm  
**Location:** L201 [Zoom](#)

**Type of Meeting:** *Regular*

**Note Taker:**

**Please Review/Bring:** Minutes from the Sept. 09 meeting, Chancellor's Office Guidelines for FLEX

**Committee Members:**

| Position                      | Member Name                 | Present                             | Absent                              |
|-------------------------------|-----------------------------|-------------------------------------|-------------------------------------|
| Faculty Co-Chair              | Kathy Osburn                | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Administrative Co-Chair       | Dr. Maria Clinton-Houck     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Administrative Council Member | Joel Gunterman              | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| CMSA Representative           | VACANT                      | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Technical Liaison             | Greg Krynen                 | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Classified Representative     | VACANT                      | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Academic Senate Coordinator   | Darlene O'Keeffe            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Adjunct Representative        | Noah Stepro                 | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Faculty Union Representative  | Wayne Lynch                 | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Faculty Rep, Counseling       | Ruben Alcala                | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Faculty Rep, Counseling       | Katherine Quesada           | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Faculty Rep, CTE              | Travis Lee                  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Faculty Rep, CTE              | Caleb Healey                | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Faculty Rep, HSS              | Rona Brynin                 | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Faculty Rep, HSS              | VACANT                      | <input 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. Morenike Adebayo-Ige    | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Faculty Rep, A&H              | Glen Knowles                | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Faculty Rep, A&H              | Carla Corona                | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Faculty Rep, SBS              | Kent Moser                  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Faculty Rep, SBS              | Ken Schafer                 | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Faculty Rep, AKIN             | Carrie Miller               | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Faculty Rep, AKIN             | VACANT                      | <input type="checkbox"/>            | <input type="checkbox"/>            |
| AI Workgroup Rep              | Dr. Norma Jones             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| ASO Rep                       | VACANT                      | <input type="checkbox"/>            | <input type="checkbox"/>            |

| Items                               | Person                              | Action                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-------------------------------------|-------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| I. Approval of Agenda               | All                                 | <p><b>Action Taken:</b> Motion made by: Mark Hoffer<br/> Second: Kent Moser<br/> Discussion: None<br/> <b>Yes Votes:</b> All attendees voted Yes<br/> <b>Abstentions:</b> None<br/> <b>Nays:</b> None</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| II. Opening Comments from Co-chairs | Kathy Osburn<br>Maria Clinton-Houck | <p><b>Issues Discussed:</b> Dr. Clinton did not have any opening comments. Kathy Osburn discussed sabbatical leaves for AY 27/28. She will send out the call as soon as funding is confirmed.</p> <p><b>Follow Up Items:</b> Kathy to send out sabbatical call.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| III. Open Comments from the Public  | All                                 | <p><b>Issues Discussed:</b> None</p> <p><b>Follow Up Items:</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| IV. Approval of Previous Minutes    | All                                 | <p><b>Action Taken:</b> Motion made by: Glen Knowles<br/> Second: Norma Jones<br/> <b>Discussion:</b> None<br/> <b>Yes votes:</b> All attendees other than one abstention voted Yes<br/> <b>Nays:</b> None<br/> <b>Abstentions:</b> Carrie Portee-Miller<br/> <b>Follow Up Items:</b> None</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| V. Discussion/Action Items          | All                                 | <p>1. FEP Plans (Mark Hoffer)</p> <p><b>Action Taken:</b> Motion made by: Jane Bowers Second: Kent Moser</p> <p><b>Discussion:</b> The group reviewed and unanimously approved several FEP (Faculty Exchange Program) plans, with Mark explaining how mentorship matching typically works and Kathryn Mitchell's interest in supporting new faculty. Norma reported that Learning Center events were temporarily suspended due to administrative challenges with managing different participant types and tracking credits, though she is exploring automation solutions in the VRC system. The team discussed potential solutions including separate sign-in sheets for faculty, though concerns remain about manual tracking requirements and participant compliance.</p> |

The committee had a robust discussion of the faculty mentorship program focused on discussing a faculty mentoring program where experienced faculty members observe and provide feedback to newer faculty on teaching methods and classroom effectiveness. Carla raised concerns about potential pushback due to academic freedom issues, but Mark and Morenike clarified that the program is voluntary and designed as a collaborative learning experience rather than a mandatory evaluation. The discussion concluded with Kathy announcing a year-long mentorship collaboration between FPDC and the AI work group to streamline processes.

**Yes** votes: unanimous

**Nays:** None

**Abstentions:** None

Follow Up Items: We need to create a master list of mentors so that we can match faculty with a mentor.

## 2. End-to-End FPD Management (Norma Jones)

### **Discussion Only**

The group discussed streamlining access to the VRC system, with Norma requesting administrative access to improve process efficiency. Kathy confirmed that Norma would be granted access after completing necessary training, emphasizing it as a significant commitment. The conversation then shifted to updates on Title V and FPD guidelines, where Kathy clarified that while student employees are now included, the changes primarily affect classified staff rather than students, and explained that the Chancellor's Office has provided clearer guidelines on what constitutes eligible professional development activities. Rona raised concerns about making workshops accessible to everyone, particularly regarding in-person requirements, and Kathy assured that accommodations would be provided for participants with accessibility needs.

Follow Up Items:

Getting norma into VRC training so she can have administrative access.

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|--------------------------------------------|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                            |  | <p>3. FPD Updates to Title V (Kathy Osburn)</p> <p>Discussion Only:</p> <p>Kathy explained that while Title V changes may require offering opportunities to student workers and classified employees, the program team will continue to welcome all participants to their presentations. She identified a key challenge with calendar visibility in the Vision Resource Center and noted that while a Google Calendar solution was previously available, the team lacks current manpower to maintain a dual calendar system. Kathy also announced exciting potential changes to the program's budget, as Title V now requires equal funding, though she acknowledged uncertainty about how this will be implemented. The discussion concluded with concerns about Faculty Academy, where some approved participants were experiencing delays in Human Resources, leading Kathy to advocate for the team to take more control of the program rather than allowing administration to end it.</p> <p><u>Follow Up Items:</u> None</p> |
|                                            |  | <p>4. Faculty Academy (Kathy Osburn)</p> <p>Discussion Only:</p> <p>Kathy raised concerns about the Faculty Academy program's lack of clear delineation, noting that activities like coffee chats with the president don't align with the mission statement. The group discussed that eliminating the program would require union consent due to it being a negotiated item in the CBA, and they agreed to form a work group to develop concrete guidelines for what should qualify for Faculty Academy credit. Kathy emphasized the importance of creating clear guidelines, particularly for adjunct faculty, and requested team members to consider volunteering for the work group, with Greg already volunteering.</p> <p><u>Follow Up Items:</u> Form a FA workgroup</p>                                                                                                                                                                                                                                                     |
| <b>NEXT MEETING DATE: October 14, 2026</b> |  | <p>Meeting Dates for Fall 2026: <del>Aug. 26, Sept. 9</del>, Sept. 23, Oct. 14, Oct. 28, Nov. 25</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |