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| **Professional Development Committee** **Meeting Minutes**  |

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| Location:  | <https://fsw.zoom.us/j/94411446259>  |
| Date: | April 2nd, 2021 |
| Time:  | 1:30pm-2:00pm |
|  | Present | Excused | Absent |  | Present | Excused | Absent |
| Anne Angstrom | x |  |  | Sarah Lublink | x |  |  |
| Jason Calabrese | x |  |  | Lauren Madak | x |  |  |
| Catherine Carney |  | x |  | Sabine Maetzke | x |  |  |
| Tina Churchill | x |  |  | Sonji Nicholas | x |  |  |
| Ronald Doiron |  | x |  | Alexandra Nikishin |  |  | x |
| Brandi George | x |  |  | Katie O’Connor | x |  |  |
| Ivana Ilic | x |  |  | Scott Ortolano | x |  |  |
| Sindee Karpel | x |  |  | Jennifer Patterson | x |  |  |
| Gloria Kitchen | x |  |  | Angela Vitale |  | x |  |
| Monica Krupinski | x |  |  | Kelly Westfield | x |  |  |
| Raymond Lenius | x |  |  |  |  |  |  |

1. Call to Order: 1:03 pm Dr. Lublink
	1. Attendance
	2. Approval of March minutes: Motion to approve as presented Ray Lenius second Sonji Nicholas.
2. Information Items
	1. FPD Funding April-June, so far: Applications are increasing: 5 in the past week. No applications so far for July through September (we will not know this budget until end of June)
		1. William Van Glabek $100
		2. Alisa Callahan $599
		3. Daniel Marulanda $1,600
		4. Dana Roes $1,207
		5. Monique Harrington $650
		6. April Ring $599
		7. Myriam Mompoint $650
		8. Sarah Lublink $1,810
		9. Wendy Chase $1,812.50
		10. Arenthia Herren $1,525
	2. Book purchases: the Library is happy to review faculty requests for books related to professional development. What they would do is use the same process they use for any other books they’re considering adding to the collection. The library is hoping to have a book request form added to their home page under “Faculty Services,” soon.
		1. The library now focuses on e-books for distribution.
3. Action/Discussion Items
	1. Vote on TLC Coordinators for AY 2021-2022. Candidates: Scott Ortolano, Kelly Roy, Monica Krupinski, Katie O’Connor
		1. We can have up to 5 coordinators and have 4 excellent applicants.
		2. Applicants moved to waiting room for open discussion of applications.
			* All qualified applicants with a variety of representation from different schools.
			* Sonji Nicholas: Motion to support Scott Ortolano, Kelly Roy, Monica Krupinski and Katie O’Connor, second Sindee Karpel. All in favor, none opposed 3 abstentions (applicants).
			* The support of the PD Committee for the applicants as TLC Coordinators for AY 2021-2022 will be sent to Faculty Senate for approval.
			* Kelly Westfield noted the excellent experience she’s had in working with the TLC coordinators.
		3. Survey of attendees to see if anyone was looking to step off committee at the end of the year, there was none in attendance that stated they would be stepping down. The deadline for the survey sent out by Faculty Senate was April 5th. The Faculty Senate retains the right to modify the committee as needed to maintain diversified representation.
	2. FPD funds moving forward: Purpose – travel-focused, or PD more generally?
		1. Open Discussion PD funding purpose:
			* Reviewed Application Guidelines:
				1. Eligibility- specifically for travel or should it be broadened.
				2. There have been many PD activities that are not centered around travel (Virtual Conferences)
				3. History: Travel funding was not available in the past, had to be sought after, concern about shifting focus of funding that it will be difficult to fund travel in the future.
				4. PD: In-person Conferences should be considered for the hands-on activities (CEU) communication, networking and ability to seek out current methods and PD.
				5. Travel may be more sought after as the country starts moving about more, we may have to deny travel if funding other activities.
				6. ARC: was used for travel in the past, however has been cut back and faculty was directed to use FPD funds for travel.
				7. Suggestion to split funding to percentages for travel and other PD activities.
				8. We have on other occasions approved other PD activities with PD funding.
				9. There is a need for differentiated opportunities to keep the changing landscape of PD in mind. Perhaps a survey of faculty to see what their feeling is.
				10. The AASPIRE group may be able to gather some data to requested and paid PD.
				11. Divide the total funding by Faculty, they can accrue the funding so that overtime may have enough to travel or can use it for other actives. The consideration here is that dividing it may be $100-$200, it would take considerable time to accrue enough to pay for travel. This may inhibit some in attending PD activities.
				12. Divide funding into two streams or two applications one travel and one non-travel. (percentages, would require two rubrics)
				13. CEU: as a job requirement, consider funding through the college rather than PD funding.
				14. If PD is limited to travel may also be limiting what faculty can utilize the funding, for some travel is just not feasible or desirable. There needs to be equity in accessibility to PD funding.
				15. Can we get Cares funding for non-traditional PD?
			* The wording must be changed: Either broadened and specified for additional PD activities or more specific and defined for Travel only. There are many questions coming through about what is considered PD. This also lends to consideration of what the Faculty is desiring and or seeking for PD.
4. New Business: Sarah will have a discussion with Dr. DeLuca to follow up on her thoughts regarding PD funding, CARES funding and review over the summer on applications that have come in.
5. August meeting will be 2-Hour meeting for follow up and decisions.
6. Adjournment: Next meeting August Duty Days! 😊