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

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| Location:  | Zoom: <https://fsw.zoom.us/j/87602090047>  |
| Date:  | December 2, 2022 |
|  | 1:00-2:00 pm |
|  | Present | Excused | Absent |  | Present | Excused | Absent |
| Jason Calabrese | x |  |  | Katie O’Connor | x |  |  |
| Robert Cappetta | x |  |  | Scott Ortolano | x |  |  |
| Brandi George | x |  |  | Lenny Owens | x |  |  |
| Ed Hooks |  | x |  | Kelly Roy | x |  |  |
| Ivana Ilic | x |  |  | Sandra Seifert | x |  |  |
| Sindee Karpel | x |  |  | Martin Tawil | x |  |  |
| Monica Krupinski | x |  |  | Angela Vitale |  | x |  |
| Raymond Lenius |  | x |  |  |  |  |  |
| Lauren Madak | x |  |  |  |  |  |  |
| Sabine Maetzke |  | x |  |  |  |  |  |
| Sonji Nicholas | x |  |  |  |  |  |  |
| Alexandra Nikishin | x |  |  |  |  |  |  |

1. Call to Order: 1:00 pm Dr. Scott Ortolano
	1. Attendance (see above)
	2. Approval of November minutes: Dr. Kelly Roy made a motion to approve the minutes as presented and Dr. Robert Cappetta seconded
2. Information Items
	1. Dr. Ronald Doiron has asked to be excused from the committee due to other pressing obligations and his impending retirement. The committee thanks him for the service that he has provided and wishes him well
3. Action/Discussion Items
	1. FPD January – March 2023: Funds available = $35,632.70; total requests approved = $16,424.75
	2. Ancillary Funds – Applications are coming in steadily from all schools. A total of $1,420.40 has been disbursed at an average rate of $129.13 per person. Awards up to $100.00 per person will be made until the $5,000.00 cap is reached. Committee members are charged with communicating the availability of these funds widely to encourage all faculty who have needs that meet the criteria, to apply
4. TLC and TLC Coordinator Updates
	1. Dr. Martin Tawil – Faculty are encouraged to apply to present at the FGCU/FSW Symposium
	2. Dr. Scott Ortolano – 12/12/22 is the last meeting of C.O.P. on Technology. NISOD Award nominations are due
5. Open Discussion/New Business
	1. During the January meeting, the committee will decide whether to authorize another release of ancillary funding and whether to increase the temporary funding cap for FPD from $3,000 to $4,000
	2. Leftover PD Funds – Suggestions:
* Committee develop ideas for innovative pedagogy, such as technology focused PD sessions
* Invite other companies to present alternatives to Canvas Catalog that have a pedagogical focus
* PD Training for faculty to do their own data entry into Canvas
1. Adjournment: Dr. Brandi George made a motion to adjourn and Prof. Jason Calabrese seconded. All were in favor; there were no objections; and the motion carried. The next meeting is on January 6th at 1 p.m. This is the Friday during Duty Days.