

**Professional Development Committee Meeting**

**Agenda**

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| Date: | September 5, 2025 |
| Time: | 2:00 pm to 3:30 pm |
| Location: | Zoom: <https://fsw.zoom.us/j/82807209588?pwd=SQ0O1zzekZDFdhPPu77uA2ij3cj2UQ.1> |

1. Adoption of Agenda
2. Approval of the Meeting 4/4/2025 Minutes
3. Information Items
   1. Interim PD Committee Chair during Fall 2025
   2. Committee Membership Update
   3. Review the FPD funding for the 2025-2026 academic year.
   4. FPD Travel Applications to include URL to the sponsoring organization’s website
4. Action Items
   1. Review travel applications for the October-December, 2025 travel window
   2. The Ancillary Fund
   3. Information for monthly infographic
   4. PD Committee-Sponsored PD Friday Sessions
5. Information Items  
   From the Standing Committee Chairs Meeting
   * 1. Review current Committee charge and update the Committee's FSW webpage

<https://www.fsw.edu/vpaa/professionaldevelopementcommitee>

* + 1. Review COPs and determine if any updates are needed

03-1101: Adjunct and Concurrent Faculty (Orientation, Supervision, Professional Development, and Evaluation)

03-1112: Faculty Professional Development (FPD) Fund

* + 1. Monthly Committee Reports (Committee Chair) before the monthly Standing Committee meetings on the fourth Friday
    2. Annual Committee Reports (Committee Chair) before the end of the Spring semester
    3. Professional Development Sessions (Committees)

1. Updates from the Center for Teaching and Learning Excellence
2. New Business
3. Adjourn