



Faculty Professional Development Committee - Meeting Minutes

Date: 08.27.26 | *time:* 1:30 PM – 2:45 PM | *Location:* Senate Chambers, 145 Doyle |
|zoom link (for public): <https://santarosa-edu.zoom.us/j/88023645252>
Meeting ID: 8802-3645-252

Voting Membership	John Stover (Faculty - AS)	Rebecca Stoddard (Faculty - AS)	Jessica Harris (Faculty – AS)
	Alexa Forrester (Faculty - AS)	Tim Melvin (Faculty - AFA)	Stacie Sather (Faculty – AFA Remote (non-voting 8/27/26)
		Emily Schmidt (Faculty – AS, Associate	Regina Guerra (Faculty – AS) <i>Spring 2027 only</i>

Agenda Items

- **The Meeting was Called to Order:** 1:36 p.m. by Committee Chair, J. Stover.
- **Open Forum:** There were no requests or statements made during open forum.
- **Welcome:** The Committee Chair welcomed all to the meeting.
- **Approval of the Agenda:** The agenda is approved. All in favor.
- **Approval of the Minutes:** A. Forrester moved to approve the minutes of May 14, 2026. Seconded. T. Melvin, yes, A. Forrester, yes, E. Schmidt, yes, J. Harris, yes, R. Stoddard, yes, J. Stover, yes. All in favor.
- **Report and Next Steps on Implementation of Vision Resource Center** – T. Melvin reported on the following:
 - Looking to have a few more faculty members to view the VRC.
 - Does not look like a reporting tool.
 - Follow up with IT to get administrator rights for the semester.
 - Concerns were raised with this going live.
 - It should not be difficult to get all faculty into the system.
 - Found this of limited use.
 - Does provide statewide PD opportunities.
 - Is there a District calendar that local events and opportunities could be used?
 - Have been advocating for a calendar – possibly the new 25 Live could be used for Professional Development.
 - Where would we want all this information to live?
 - Agree to have this open to all faculty, why not give faculty some resources?
 - Prefer to keep a local calendar to focus on local activities.
 - 25 live – seems to be an internal tool and public facing.

The Chair reviewed we have a need to advocate for this and to be made available to all faculty as recommended by this committee and Senate.

The Chair asked if anyone opposed writing on behalf of committee to advocate the need for this to be available for faculty?

- Concerns with tech fatigue.
- Create an explainer video so that it is all clear for faculty.
- Create a clear timeline and review who would be available to help access, and answer questions.
 - No one will be available to help with questions.
 - Not sure anyone will watch the videos.
- Create a fact sheet with Q&A.
 - Add a disclaimer that you are on your own when using.
- Suggest a beta test before this is rolled out.
- Open this up to faculty to participate in the pilot program.
- The Chair will follow up that committee needs access.
- Next meeting or when we have access, we can dedicate the time to working together, make it a workshop, and create a FAQ.
- Reintroduce this topic to the Senate as this is urgent for discussion and vote.

A motion was made to ask the Senate to urgently discuss at their next meeting the establishment of a VRC pilot program run by members of the FPDC before making it available to all faculty.

Seconded. T. Melvin, yes, A. Forrester, yes, J. Harris, yes, E. Schmidt, yes, R. Stoddard, yes, J. Stover yes. All in favor.

• ***Review and Planning for Communities of Practice (AY 2026-27)***

The following discussion took place regarding the Communities of Practice

- Past calls are included in packet.
- Reviewed faculty can participate in more than one COP, they cannot be paid for more than one COP, both as a participant and facilitator.
- Is there a limit of facilitators or topics?
 - Depends on how many we receive.
- Dual facilitators do not need to split hours of compensation.
- Call for proposal first step.
- Give 3 weeks to reply.
- COPs can either be fall or spring.
- Spring workload could be lighter, the fall is much more hectic.
- Process is to apply in fall for a spring COP.
- Disproportionality affects associate faculty if only one COP is held in the year.
- Recommend for fall and spring and continue to talk about one for the AY, next year, possibility of COPs from October – May.

The Chair recommends 2 weeks for call out, 2 weeks for committees to submit, 2 weeks for people to sign up for the COPs.

- Recruit for the year and give deadlines.
- Funding will roll into spring if not used in fall.
- For next meeting – September 10 will be dedicated to VRC and work on proposals for COPs.
- September 10th if the Senate passes the VRC pilot, then we can spend majority of time on VRC, but also review the COPs.

- Funding – when the time comes to review the proposals it would be nice for every facilitator to know the costs.
- Funding estimated cost for COPs for 40 faculty members is \$22,000 (on average) for compensation.
- Invite Li Collier and Victor Tam to come and talk about the budget.
- The Chair will send a draft to the committee for input.
- ***Future Agenda Items***
 - What are options for Associate faculty getting paid for professional development?
 - Invite Kate Jolley to the FPDC meeting in October.
- ***Announcements/Information***
 - Starting Lunch and Learn September 10.

The meeting was adjourned at 3:00 p.m.