



Faculty Professional Development Committee - Meeting Minutes

Date: 09.10.26 | *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)
	Sara Pringle (<i>Fa26 only</i>) / <i>Regina</i> <i>Guerra (Sp27)</i>	Emily Schmidt (Faculty – AS, Associate)	Regina Guerra (Faculty – AS) <i>Spring 2027 only</i>

Agenda Items

- ***The Meeting was Called to Order:*** 1:40 p.m. by Committee Chair, J. Stover.
- ***Request for Just Cause for Remote Participation:*** The Chair reviewed Stacie Sather is requesting remote participation with just cause. No opposition from the committee.
- ***Open Forum:*** [Dr. Lauren Mitchell addressed the committee regarding the RSI audit of online courses and the next accreditation cycle.](#)
- ***Welcome:*** The Chair welcomed everyone to the meeting and welcomed new committee member Sara Pringle.
- ***Approval of the Agenda:*** The agenda is approved. All in favor.
- ***Approval of the Minutes:*** None
- ***Pilot testing and resource development for Vision Resource Center (an in-meeting workshop)***
 - The Chair reviewed the background from the previous FPDC meeting to request of the Senate to enable the FPDC to do pilot testing on the VRC. The Senate agreed at their September 2nd meeting.
 - Piloting the Vision Resource Center (VRC), will give the committee a chance to review for functionality and to create a platform that could be easier for faculty to access.
 - The committee discussed various challenges, including its clunky navigation, difficulty finding specific courses, and lack of integration with internal systems.
 - The committee discussed ways to make this a more user-friendly system, some of the ideas included:
 - Add a “Use This To” for quick reference
 - Create a FAQ page for faculty
 - How to search for trainings?
 - Where can I access completed trainings?
 - Calendar of activities as close to the front page as possible

- Quick reference videos
- Concerns raised with current SIS program going away at the end of the year and without a clear replacement outside VRC identified.
- A request to invite Susannah Sydney to the next FPDC meeting to talk about the VRC.

T. Melvin made a motion that he and Co-Coordinator, A. Forrester, draft content for the home page and bring it back for review with the Faculty Professional Development Committee. Seconded.

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

T. Melvin made a motion to create a Google Doc to collect ideas and FAQs about improving the VRC experience. Seconded. R. Stoddard, yes, J. Harris, yes, S. Pringle, yes, S. Sather, yes, E. Schmidt, yes, A. Forrester, yes, T. Melvin, yes, J. Stover, yes. All in favor.

Time expired on this item.

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

- The Chair reviewed the call for facilitators, with the call for participants to follow thereafter.
- Reviewed faculty are being paid for one COP as facilitator or participant only.
- An assessment will be conducted by the SEA office to review if the COPs are having impact on teachers and students.
- The Chair will send out a draft, hoping for the next meeting to have proposals to consider.
- Will assessment be articulated to facilitators?
 - This will be a tool developed by office of Institutional Research and SEA.
 - Facilitator would find it useful to know what is going to be assessed.
 - Process should be articulated in the call.
 - COP participants will be asked to complete a survey – Pilot year for survey.
 - Pilot survey is being developed this semester by FPDC and SEA colleagues and will be shared with COPs once available.
- Reviewed the timeline – The chair will send the call on behalf of committee, asking for a response within a week.
- Concerns raised that the assessment does not represent an evaluation. The Chair assured it will not and will include a disclaimer.

- ***Future Agenda Items***

- RSI and Accreditation
- Ask Lauren Mitchell to attend as a guest
- Continued VRC work

- ***Announcements/Information***

- The first Lunch and Learn was a success with Katrina Smith. Looking forward to continuing and hope to get more interest and presenters. Discussed the possibilities of using a zoom platform for more attendance.

The meeting was adjourned at 2:52 p.m.