Minutes of Faculty Professional Development Meeting of October 7, 2016

Meeting called to order at 10:44 am

Members Present: Jim Andrews, Andy Bloom, Geoff Hirsch, William Wong, Jose Rico, Adam Levy

Absent Members: Alex Wolpe, Carol Morodomi, Rosemary Yoshikawa, Luc Desmedt, Shyam Sundar

1. **Funding for the Year:** The budget for the 2016/17 year is $12,000. To date, $4000 have been requested which leaves $8000 remaining in the budget. There is the possibility of additional funding through the foundation. There is no rule within the bylaws that limits departments to 10% of the annual budget for any one conference. There is a conversation on campus about centralizing funding for all sources through an online portal.

2. **Funding Requests:** If funding requests are pressing, they will be handled through email. If there is no time constraints, the requests will be handled at the monthly meeting.

3. **Spring Learning College Week:** All suggestions for future Learning College Week topics should be sent to Kerrie.

4. **Professional Development Committee Website:** In November we will look at updating the webpage for the Faculty Professional Development Committee. It is outdated. A subcommittee will be formed to consider any changes. Members should bring suggestions for updates or deletions to the November meeting.

5. **New Faculty Orientation Workshops:** The Faculty Professional Development Committee is in charge of the new faculty orientation workshops. In the past, the orientation has taken place over two dates during the semester. One day focused on student services and one day focused on safety. Kerrie will survey the new faculty to determine their wants and needs. Because mentoring falls under the committee purview, a suggestion was made to include mentor duties on the new webpage.

6. **Other:**
   a. William asked if faculty could receive FLEX credit for working in booths at various conferences. The booths provide information about the Deaf Studies program at Ohlone. Kerrie and Jim agreed that faculty (both full time and adjunct) could receive credit. For full time faculty, the credit would go towards their 24 hour annual requirement. Adjunct faculty could be paid for their service, up to the maximum number of hours, assuming paperwork was filled out in advance.
   b. Approval of funding requests.

Meeting was adjourned at 12:00pm. The next meeting is scheduled for November 4, 2016.