

FACULTY DEVELOPMENT COMMITTEE

Agenda

Tuesday, October 7, 2025 • 2:30 – 4:00 PM

Meeting Location: CAK 205

Faculty Development Coordinator	Monique Greene
Faculty Development Administrative Co-Chair	Lynn Wright
Meeting Minute Recorder	Sydney Minter
Faculty Development Voting Members (Term ending 2026)	
CLAS	Jacquie Lesch
LHSS	Jan Andres
	Audrey Holod
	Miguel Reid
NURSING	Diana Segura-Lovo
Faculty Development Voting Members (Term ending 2027)	
CTE	Steve Corbin
	Rochelle Smith
FPA	Bryan Keene
STEM	Melissa Harman
	Virginia White
Associate Faculty	VACANT
Visiting Members	Mark Sellick
	Natalie Halsell
	Melinda Miles

- I. **Call to Order** 2:31pm
- II. **Approval of Agenda** M/S/C: (Smith/Segura-Lovo) unanimous
- III. **Approval of the Minutes**- (September 2 and October 7th minutes tabled until the November 4th meeting)
- IV. **On-going Business**
 - a. **Mentoring Project Updates**
 - September 5th meeting was very positive
 - A lot of facilitators were confused about the IOI process
 - Some of the questions were related to, what is the difference between flex and institutional service?
 - Last mentor project meeting is on October 31st
 - Request on where a faculty member can record themselves to upload information to their Canvas shell
 - Faculty are confused on things such as census
 - No list of committees available
 - Would like to hear from our colleagues on their pedagogy strategies
 - Possible guideline or rubric that can be shared amongst new faculty and mentors so there can be some consistency (materials, resources, and personal narratives)

b. Funding Requests

- Monique is going to send funding request information out to the committee prior to the meeting so that the committee can review the requests
- Deadline to submit funding request is the Tuesday before our meeting is scheduled
- Leslie Brown is asking for \$3700- presenter, panelist, and facilitator- should have been a campus event request and not a funding request for a conference-REQUEST DENIED

M/S/C: (Harman/Keene) unanimous- to move funding from \$800 for attendees and \$1000 for Presenters- unanimous

- Lucretia Wright-is requesting \$1000 but will receive \$800 as an attendee/participant for NANDI Conference event, registration, hotel, food and travel -APPROVED for \$800
- Angela Burrell requesting a \$150 for travel, mileage, and parking for to the Journalism Association of Community Colleges conference- APPROVED for \$150
- Sean Pries is requesting \$800 for the Pacific Coast Geographers Conference- APPROVED for \$800
- Jan Andres is requesting funding for the PAMLA Conference in San Francisco and is going as a presenter she is requesting \$1000- APPROVED for \$1000
- Matthew Luther asking for \$350 for Society of Photographic Education- APPROVED for \$350

i. Rubric

- Modify the rubric to mimic the online form
- The new form will be approved by email

c. Flex Event Approvals

- Admissions and Records for Undocumented Week workshop Kyla Tuefel-unanimous
- Greg Russel from the Life Science Department for the Wild and Scenic Film Festival in Downtown Riverside- unanimous

d. Fall Flex Feedback

- People were interested and engaged in the workshops
- For flex check-in processes let's make sure it is welcoming and professional for all that attend
- Possibility of having a QR code and a hardcopy sign-in for flex check-in check-in, pilot for spring flex
- There were some noise complaints so collectively can we do more to quiet the noise in the back of the room when we are having a speaker on stage during flex.

V. New Business

a. Associate Faculty Nominations

- Josh Hobbs (Counseling)-10
- Andy Sandafor (English)-0
- Jennifer Pixley (Nursing)-10
- Jennifer Lelle (Culinary Arts)-7
- Robert Miles (Administrative of Justice)-7
- Adriana Lomelli (Life Sciences)-8
- Glen Waipa (Photography)-4

- Cynthia Chen (Mathematics)-4

M/S/C: (Corbin/Smith) Motion to extend the meeting 10 minutes

i. **Rubric**

- Align the nominations form to the rubric

b. **Program Mapper**

- Friday is the Program Mapper COMING SOON event on Friday, October 10th
- Is flex credit available for the Program Mapper workshop? 6 for institutional service 0 for flex credit.

c. **Spring Flex**

- i. **Keynote Options (Using Fall Flex Feedback)-** tabled until Nov. 4th or until further notice
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- ii. **Call for workshop proposals-** tabled until Nov.4th or until further notice
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- iii. **Intentional outreach to individuals (based on topic)-** tabled until Nov. 4th or until further notice

VI. **Other**

- Motion to approve Candance Brabant as the Associate Faculty Representative- unanimous
- The Faculty Development website is updated, please take a look at the website when you get a few moments

VII. **Adjourn at 4:08pm**

Next FDC Meeting- Tuesday, November 4th, 2025
Agenda Items due by October 30th at noon