

## FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE (FPDC) MINUTES

**DATE:** December 09, 2025

**LOCATION:** Zoom

**CALL TO ORDER:** 1:03 p.m.

**QUORUM MET:** Yes

**CHAIR:** Crystal LoVetere

### PRESENT

Kristine Aslanyan, COUN  
Shawna Baskette, Manager  
Angela Cho, SEM  
Christopher Ingstad, HO  
Fernando Jimenez, HSS  
Crystal LoVetere, Chair

Judy Salas, Confidential  
Nishi Shah, LA  
Kaitlin Scott, Library  
Monique Valencia, CSEA  
Christopher Wilson, FAC

### ABSENT

Kari Hemmerling, HPEDA  
Elizabeth Page, SAS

Sarah Pirtle, CSEA  
Frank Vega, TECH

### COMMITTEE GOALS:

**Goal A:** Foster a culture that values and sustains faculty professional development as a central part of institutional success.

**Goal B:** Improve campus communication to expand awareness of professional development and Flex opportunities, with an emphasis on transparency around policies, procedures, and the recording process.

**Goal C:** Facilitate professional development opportunities that support faculty growth and align with Cerritos College's educational goals, ultimately enhancing student success.

**Goal D:** Encourage professional development that deepens equity-minded practices and nurtures a culture of respect in keeping with the college's values of diversity and inclusion.

**Goal E:** Advocate for the hiring of the full-time replacement position to partner with the CTX Specialist in coordinating and supporting professional development and CTX operations.

**Goal F:** Increase collaboration with campus experts on innovation initiatives that support and align with the college's institutional goals

## AGENDA ITEMS

1. **Approval of the Minutes:** A motion to approve the minutes for October 14 was made by Chris Ingstad and seconded by Shawna Baskette. The minutes were approved, with two abstentions.
2. **Update: New Flex Guidelines**
  - a. The committee discussed updates to the new [Flex Guidelines](#). Crystal reminded the committee that the document is living and welcomed suggestions for additions.
3. **End-of-Semester Reminders:**
  - a. **Keenan/Compliance Training** – Please check Cornerstone to verify that you have completed your Keenan training:
    - i. RSI Training and Improvements (2 hours)
    - ii. Keenan: Cyber Security (30 minutes)
    - iii. Keenan: Sexual Harassment Prevention (1 hour)
    - iv. Keenan: Workplace Violence (30 minutes)
  - b. **Flex Reports** - Faculty were reminded to complete their individual Flex credit and institution-assigned hours. CTX will send a completion report to faculty by the end of the week and will provide FPDC with division-level completion data.
  - c. **Regular Substantive Interaction (RSI)** - A couple of RSI workshops will be offered. An RSI campaign will be launched to support faculty in continuing RSI practices.
  - d. **Simple Syllabus** - A workshop on Simple Syllabus will be offered, and the next round will streamline the transfer process.
  - e. **Submitting SLOs** - Please remind your division’s faculty to complete their SLOs.
4. **New Faculty Orientation** - Thursday, January 8 at 9:00 am in LA-103
  - a. New faculty are invited to attend the New Faculty Orientation. An invitation will be sent.
5. **Open Forum/Additional Items**
  - a. Cornerstone – Improvements are being made to the Welcome Page, Individual Flex Proposals, and Flex Reporting.
  - b. Reminder – This section serves as an opportunity to raise any concerns.

**Next FPDC Meeting:** December 9, 2025, at 1:00 PM