

FEC Minutes

Tuesday, December 2, 2025
John Muir Rm 201 | 1:10-2:00pm

Members:

Raul Angeles	Mario Bringetto	Emily Campbell
Liana Craven (Co Chair)	Emily Froese	Shelli Giles
Jill Hackbarth (Record Keeper)	Erin Heasley	Annette Klein--Absent
Laura Lathrop	Rob Morris	Milli Owens (Co Chair)
George Woodbury	Yer Yang	

Meeting called to order at 1:14pm

Announcements or comments on/off the agenda

No announcements or comments.

Reports

a. Chair

i. Emailed President Calvin re: sabbaticals—Liana announced she emailed President Calvin requesting the 3 sabbaticals. She will check in with President Calvin before the next FEC meeting in February.

Professional Learning Plan sign up—Liana asked for the committee to sign up for sections to edit on the Professional Learning Plan. The plan is for the committee to bring back their edits in the February meeting for discussion.

b. Budget—Our balance is \$54,299.11. Our next significant payout is spring convocation.

c. Part-Time Faculty— Laura asked for FLEX credit/pay to fill in for the AJ club field trip to LA and whether she needed to submit a FLEX proposal for it. Liana confirmed it was on the blanket approved list and will determine whether it needs a FLEX proposal.

d. Full-Time Faculty—Nothing to report

Action

- a. Approve Minutes from 11/4/2025—Laura motioned to approve the minutes. Erin seconded. No discussion. All in favor. Motion carried.
- b. Approve updated FEC Information & Procedures Document: added appeals process and updated self-documentation form—Liana displayed the appeals process, updated self-documentation form image instructions, and the corresponding written instruction that were added/changed in the Information & Procedures Document. Erin motioned to approve the edits to the FEC Information & Procedures document. Raul seconded. No further discussion. All in favor. Motion carried.
- c. Approve updated FEC Bylaws: added budget thresholds to email COSAFA about funds getting low—Liana displayed the FEC Bylaws so the committee could review the language. Erin motioned to approve the FEC Bylaws. Shelli seconded. No discussion. Motion carried.

Discussion

- a. Review and update Professional Learning Plan—Liana displayed the Professional Learning Plan to review each page for the committee. She advised we should review the strategic plan first. Rob asked if we have a stance on the inclusion of DEI within the Professional Learning Plan noting that DEI is now illegal at the federal level. He added that the Department of Education warned if institutions implement DEI we risk violating federal law and lose federal funding. Liana advised we need to ask for guidance from Academic Senate along with Administration. Laura added there is always a delay with federal law and state law. Liana will take this question to Academic Exec and Administration to seek guidance.
 - i. Review Strategic Plan—tabled.
- b. IIP Reporting Process—tabled.

Meeting adjourned at 2:00pm

Next meeting: Tuesday, February 3, 2026