



**Faculty Development  
Standing College Committee  
Wednesday, NOV. 17, 2010 2:30PM-4:00PM  
A138**

Makes recommendations on the direction and evaluation of professional development activities for full-time and part-time faculty:

- Define an annual theme for campus Professional Development tied to one or more of the college's institutional effectiveness goals, set annual goals for professional development activities, and evaluate effectiveness of each year's program;
- Evaluate new faculty orientation
- Plan and implement Fall Flex Week activities;
- Plan and implement year-round Flex opportunities, including Teaching/Learning Lunches; and
- If funds are available, administer, allocate funding, and evaluate the results of an annual professional development mini-grant program.

**MEMBERSHIP/ATTENDANCE**

	<b>MEMBER</b>	<b>Initials</b>		<b>MEMBER</b>	<b>Initials</b>
<b>Co-Chair Dean</b>	Lori Bennett	X	<b>Co-Chair Faculty</b>	Leeann Mulville	X
<b>Language/Learning Res. Computer Studies</b>	Kathryn Adams Faten Habib Mary Mills	X X X	<b>Dean</b>	Julius Sokenu	X
<b>Mathematics and Physical Sciences</b>	Brendan Purdy	X	<b>NFO Facilitators</b>	Helga Winkler Tim Stewart	X X
<b>Applied and Social Sciences</b>	Julie Campbell	X	<b>Arts/Media/Education/Enrollment Services</b>	Stephanie Bluestein	
			<b>Performing Arts/Student Life</b>	Judi Gould	X
<b>Instructional Technology</b>	Ashley Chelonis	X	<b>Life and Health Sciences</b>	Argie Clifford	X
<b>ASC</b>	Mary Mills Riley Dwyer	X	<b>GUESTS</b>	Bryon Palmero – Assoc. Students	

**MINUTES**

<b>CALL TO ORDER</b>	
2:30 Members Introductions	Done
2:35 Oct. Minutes Approval	Approved by vote
2:40 Guest Comments	None
<b>COMMITTEE BUSINESS</b>	<b>DISCUSSION/ACTION</b>
2:45 Basic Skills Committee Report – Kathryn Adams	<p>Kathryn Adams reported that the Basic Skills Committee is asking for Faculty Development Committee support in presenting a Best Practices Resource site within the Faculty Development web page.</p> <p>Dean Inajane Nicholas has purchased a web site license that accesses best practices suggestions that include support for faculty in areas of syllabus creation, learning styles etc. This link should be added to the Faculty Development web page with passwords for access requested by faculty through the committee chair or deans.</p> <p>In addition to the license is a fee based site “NING”</p>

	<p>that supports group chats, faculty discussions on topics relative to best practices. This is a group access site that would require faculty to sign into with access codes.</p> <p>Kathryn will forward access information to committee members for the Best Practices web site and the “NING” site for review and feedback at next meeting.</p>
<p>3:20 Division Response relative to NFO criteria</p>	<p>Division feedback relative to the draft outcomes and objectives of the NFO:</p> <ul style="list-style-type: none"> <li>• Friday may not be best for part-time faculty</li> <li>• How would one assess “demonstrate <i>Student First</i>”?</li> <li>• In depth early August meetings – possibly during flex- to support new faculty with first semester needs and orientation</li> <li>• Fall semester NFO meetings should be less but not eliminated</li> <li>• Spring may be better because of Tenure obligation</li> <li>• Friday still best time relative to teaching obligations</li> </ul> <p>Kathryn Adams commented that CSUCI has a “New Faculty Boot Camp” first week before semester to prepare and present orientation to new faculty. This idea was well received as a format concept for NFO</p> <p>Tim responded relative to <i>Student First</i> learning objective - it has been incorporated through discussions, classroom application and demonstrations – this terminology will be added to the objective.</p> <p>The following Committee Recommendations were agreed upon with request for feedback from divisions at next meeting:</p> <ul style="list-style-type: none"> <li>• NFO will have two intensive days of orientation during flex week with emphasis on tenure, campus support and best practices relative to start of class issues.</li> <li>• NFO meetings will continue once a month on a Friday throughout the Fall and Spring semesters.</li> <li>• An annual plan or agenda will be produced by NFO facilitators. The plan/agenda will provide topic presentations that satisfy outcomes and objectives of NFO. Agenda will fit into above suggested presentation format.</li> </ul>

<p>3:40  “Magic in Teaching Series Roundtable”  presentation proposals discussion for Jan. 28<sup>th</sup></p> <ul style="list-style-type: none"> <li>• Best Practices</li> <li>• SLO’s</li> <li>• Interactive Teaching</li> <li>• Disruptive/Rude Students</li> </ul>	<p>Based on the “Great Teachers Model” the first “Magic in Teaching Series Roundtable” discussion topic will be “Best Practices – Keeping Students Engaged”</p> <p>Time for first roundtable offering will be Friday, January 28<sup>th</sup> – 0930-1130 hrs.</p> <p>Snacks will be offered – suggested snacks are coffee, cookies, bagels.</p> <p>Sub-committee members will meet Dec 8<sup>th</sup> at 1500 hrs. to formalize presentation – Julius Sokenu, Lori Bennett, Argie Clifford, Kathryn Adams, and Julie Campbell</p> <p>Announcement will be through all users e-mail. Using the outlook invitation could create too many rsvp responses for Riley Dwyer so e-mail reminders will follow initial announcement.</p>
<p>Technology Training Update “Coffee Breaks”/  Meeting Faculty Development Goals – Ashley Chelonis/Leeann Mulville</p>	<p>Tabled</p>
<p>3:55  Next Meeting Discussion</p>	<p>The December meeting scheduled during finals week will be canceled – Sub-committee for “Magic in Teaching Series Roundtable” will meet Dec.8<sup>th</sup> at 1500 hrs.</p>
<p>4:00  Adjourn</p>	<p><i>NEXT MEETING January 19 Room A138</i></p>