

**Minutes**

**Faculty Development Standing College Committee**

**Wednesday**, **February 12, 2014**, **2:30PM-4:00PM in A138**

Charter: The Faculty Development Committee makes recommendations on the direction of professional development activities for full-time and part-time faculty, including:

* In consultation with the EVP, conduct and evaluate new faculty orientation
* Plan and implement Fall Flex Week activities
* Evaluate applications and award professional development funds. Funds to be considered are limited to those monies identified in the AFT Collective Bargaining Agreement
* Plan, implement, and assess year-round professional development opportunities

**MEMBERSHIP/ATTENDANCE**

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|  | **MEMBER** | **Attendance** |  | **MEMBER** | **Attendance** |
| **Co-Chair Dean** | Kim Hoffmans | Present | **Co-Chair Faculty** | Margaret Tennant | Present |
| **Learning Resources**  **English/ESL**  **World Languages** | Faten Habib  Judith Ramos  Beth Gillis-Smith | Absent  Absent  Absent | **Instructional Technology** | Ashley Chelonis | Present |
| **Chem/ Earth Sciences**  **CNSE/CS**  **Mathematics** | Vince Crisostomo  Mary Mills  Brendan Purdy | Present  Present  Present | **Digital Media**  **Visual & Applied Arts** | None  None  None |  |
| **Social Sciences**  **Behavioral Sciences**  **Business**  **Athletics** | None  Cynthia Sheaks-McGowan  None  None | Present | **Access/LS**  **Counseling**  **Music/Dance**  **Performing/ Theater Arts** | None  Judi Gould  None  Steve Doyle | Absent  Present |
| **Animal Science**  **Health Sciences**  **Life Science** | None  None  Rachel Messinger | Present | **Union Rep** | Renee Fraser | Present |
|  |  |  | **Dean** | Amanuel Gebru | Present |
| **GUESTS** | Nenagh Brown | | | | |

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| **AGENDA ITEM** | **ACTION** |
| **CALL TO ORDER AND READING OF MINUTES** |  |
| Approval of Minutes: 1/15/14 | Meeting called to order at 2:40 pm. Minutes were reviewed and approved as corrected. |
| **WORKGROUP REPORTS** |  |
| Flex Workgroup:   1. Flex week offerings/Professional Development 2. Help with set-up/clean up 3. Adjunct Faculty Orientation | 1. Ashley will mainly be off-campus next week’s Professional Development activities, but will be available to assist with computer problems by phone or email. She announced flex activities on other campuses. For VC’s SITE, faculty can drop-in if desired. Open sessions will be posted by Ashley on the Faculty Development Web Calendar. 2. The committee members attending sessions will help with set-up and clean up 3. Adjunct Faculty Orientation-    1. Mary Rees will welcome everyone. Margaret will ask her to email part-time faculty inviting them to the event. Also, she will email Patty Colman to invite new full-time faculty.    2. Rachel will cover the faculty mechanics on how to access the web (roster, order textbook, copies) and other resources    3. Renee will discuss the ARF, benefits, Student Learning Outcomes responsibilities, COR, and other pertinent information.    4. Faten will provide a Library tour    5. Nenagh suggested introducing the “app”    6. Pizza and water will be served 4. The group by consensus agreed to allow Margaret and Kim to tweak the Flex survey due to offering being primarily online. |
| Faculty Travel Funding | Margaret discussed a request from a faculty member who is conducting research at UCLA and would like to receive funding from FD Travel Committee Pooled funds. The AFT contract specifies (8.7.D) “Funds available to the College for reimbursement of conference expenses may, at the discretion of the College President, be utilized to reimburse faulty member for attendance at conferences generally applicable to the educational program of the college…”  Margaret had a flyer with information about an Oregon “Great Teacher’s Conference.” Nenagh mentioned that the senate had a list of faculty who have applied for the SBCC “Great Teacher’s Conference.” However, they will not be able to fund all of the request. Faculty not awarded the experience could apply for Faculty Development Travel funds. |
| Kudos | Eleven Kudo’s have been submitted since our previous meeting. |
| Technology | Rachel and Ashley said they have a few ideas with a plan to implement in March and April. |
| **PREVIOUS BUSINESS** |  |
| 1. Fall Fling Survey Results 2. College Hour Recommendation Update 3. Continuing discussion on potential changes to the *Making Decisions* Document | 1. No report at this time 2. Margaret reported that the recommendation was forwarded to the senate. Nenagh reported that Mary Rees forwarded it to the college president. The college president apparently indicated that he did not feel like this was the right timing since we are trying to grow the college by 3%. 3. The latest version of the Making Decisions document was not available. Kim will try to bring a draft to this committee in March. |
| **NEW BUSINESS** |  |
| 1. Transfer Student Success- link with CSUCI 2. Reference copies of textbooks for library 3. Library Open house | 1. Amanuel discussed linking Moorpark College and CSUCI faculty to discuss future collaborations. Faculty are invited to attend a meeting on April 11 from 9-12 pm. Please contact Nenagh Brown or Amanuel Gebru if interested. Vince mentioned there may be a Discovery Day conflict on the campus of CSUCI. 2. Steve requested that the Faculty Development Committee make a recommendation for faculty to request two desk copies when ordering books. The second textbook could be place in the library on reserve for student use. 3. Faten announce that in March that the library would like to have an open house/ information session in March. It was suggested that Friday around 1:30 to 3 pm might work well. |
| **ANNOUNCEMENTS** |  |
| **NEXT MEETINGS: 3/19/14, 4/16/14, May TBD** |  |
| **Adjournment** |  |