

**AGENDA**

**Faculty Development Standing College Committee**

**Wednesday**, **February 20, 2013**, **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**  **CIS**  **English/ESL**  **World Languages** | **Faten Habib**  **Mary Mills**  **Kathryn Adams**  **Judith Ramos** | **Absent**  **Present**  **Present**  **Absent** | **Instructional Technology** | **Ashley Chelonis** | **Absent** |
| **Chem/ Earth Sciences**  **CNSE/CS**  **Mathematics,**  **Physical Sciences** | **Vincent Crisostomo**  **Ed Garcia**  **Brendan Purdy**  **None** | **Present**  **Absent**  **Present** | **Child Devmt**  **Digital Media**  **Visual & Applied Arts** | **None**  **None**  **None** |  |
| **Social Sciences**  **Behavioral Sciences**  **Business**  **Athletics** | **Patty Colman; Alt. Ray Zhang**  **Elisa Setmire**  **None**  **None** | **Present/ Present**  **Present** | **Access/LS**  **Counseling**  **Health Center**  **Music/Dance**  **Theater Arts** | **None**  **Judi Gould**  **None**  **None**  **Steve Doyle** | **Present** |
| **Animal Science**  **Health Sciences**  **Life Science** | **None**  **None**  **Rachel Messinger** | **Present** | **Union Rep** | **Renee Fraser** | **Absent** |
| **NFO Leaders** | **Patty Colman**  **Nils Slattum** | **Present**  **Absent** | **Dean** | **Inajane Nicklas** | **Absent** |
| **GUESTS** | **Diane Scrofano and Lydia Ekman** | | | | |

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| **AGENDA** | **ACTION** |
| **CALL TO ORDER AND READING OF MINUTES** |  |
| Approval of Minutes: 1/16/13 | The motion passed to approve the minutes from 1/16/13 as corrected (unanimous). |
| **Guests** |  |
| SITE | Diane Scrofano and Lydia Ekman: Reported on their experiences from last summer participating in SITE (Summer Institute on Teaching Excellence) at Ventura College. It was a 4 day workshop funded by a Title V grant to serve as a teaching and learning forum to support leadership training, collegial consultation, best practice ideas and other initiatives to improve teaching effectiveness. They reported that their experiences were valuable in improving their knowledge of student resources, classroom assessment techniques, transformational leadership, and technology in the classroom (iPods, blogs, clickers, …). The learning was described as “hands-on based/application based.” Emphasis was placed on participants relating to the student perspective. The event was described by Lydia as a humbling experience and well-organized. Both felt the faculty interaction between campuses was a benefit.  Posted dates for Summer 2013 are **May 28-31**. See Faculty Development web site for details. |
| **WORKGROUP REPORTS** |  |
| Flex | The Flex group will continue to meet to discuss events for the remainder of the semester and to plan for Fall Flex. Ideally, the group will have the Fall Flex presentations confirmed and scheduled on an At-a-Glance Calendar draft.  The President request to balance Flex topics by predetermining percentages of offerings. The Flex workgroup will develop a proposal and request help from the committee to find presenters.  Topics which may be included:   * Teaching/classroom management * Student services/BIT * Health and wellness * Emergency Preparedness * Technology   ***Action:*** Workgroup recommend Flex topics and percentages to propose to the committee. |
| Faculty Travel Funding | Approved by Pam Eddinger and supported by the Academic Senate was a part-time funding budget of $3000 to be available in addition to the currently funded full-time faculty contractual allowance of $100 per full-time faculty member.  An announcement was emailed to all faculty members by Riley Dwyer for part-time faculty to submit any conference requests by March 1. Forms for both PT and FT Travel Fund applications are available on the FD website.  Discussed was next year’s process for full-time faculty members with the default to “Opt-out” of the pooled funds. With this new process, most of the campus travel request will be routed through Faculty Development. The workgroup will want to make recommendations on the “Opt-Out” form and approval process (possibly of automatic funding for conference of $100 or less).  ***Action:*** Margaret to request Riley to send out a reminder to part-time. Workgroup to make recommendations on the “Opt-Out” form and approval process. |
| Kudos | No Kudos forms were submitted in December and January. Kathryn Adams is the February volunteer and Brendan Purdy volunteered to check the box for March. |
| Technology | Technology offerings can be found on the Faculty Development Calendar and on a flyer posted on the MyVCCCD Portal. Discussion on whether or not individuals could subscribe to receive calendar announcements on future Faculty Development events from the Google calendar occurred. |
| NFO | Patty Colman reported that NFO met last week. They toured Vance Manakas’ office and the gym, talked to Tracy Franks (Athletic Counselor), and talked to Howard Davis (Athletic Coordinator). Also, they met with John Loprieno from Theater Arts and saw a practice of *Henry IV*.  Discussion occurred regarding trying to develop more connections between faculty in general and faculty who are still in tenure review (years 2-4).  ***Action***: Patty will invite all faculty in the tenure process to attend the end-of-the year NFO celebration. Kim will obtain a list of names for her. |
| **PREVIOUS BUSINESS** |  |
| College Hour updates: workgroup report | Patty researched two colleges who have a college hour, San Jacinto and American River College. In these example colleges, T/Th for 1 to 1.5 hours around lunch time is reserved for faculty and student activities with no classes or fewer classes scheduled. Because the focus of the MC Faculty Development committee is on faculty, the committee recognized that too broad a proposal might be out of our purview. The committee will re-consider this interest area after conferring with other campus stakeholders. |
| Faculty Development resource repository update | No report |

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| **NEW BUSINESS** |  |
| Upcoming state recommendations for FD | The Chancellor’s Office for the California Community Colleges has published 8 recommendation which were discussed:   1. Adopt this Professional Development Vision Statement: “To support the mission of the CCC’s and to promote an inclusive statewide and local learning culture, all personnel will have ongoing opportunities to develop and expand the skills and practices that influence students’ learning and support student in achieving their educational goals” 2. Change “Flexible Calendar Program “to “Professional Development Program” 3. Require a minimum of 5 Professional Development days for every college 4. Include faculty, staff and managers, “all employees” in Professional Development Program 5. Establish funding support for colleges to plan, coordinate and implement Professional Development Program 6. Establish a state-wide advisory group for Professional Development in conjunction with the Chancellor’s Office 7. Create strong leadership from the Chancellor’s Office for Professional Development 8. Establish virtual Professional Development resources for all colleges to access which are high quality and cost efficient. |
| Standard FD Evaluation Form | Discussed developing and piloting an evaluation survey this Spring before Fall Flex. A sample survey was handed out with a few suggestions for additions and modifications.  ***Action***: Place on agenda for March meeting for additional committee feedback. |
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| **ANNOUNCEMENTS** |  |
| **Agenda Items in Reserve** | Opt Out form revisions |
| **NEXT MEETING:** | March 20, 2013; 2:30-400pm A138. |
| **Adjournment** |  |

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| **Future meetings:** |
| **March 20, 2013** |
| **April 17, 2013** |
| **May 18, 2013** |