



**ANTELOPE VALLEY COLLEGE**  
**FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE**  
**November 19, 2008**  
**2:00 p.m. – A140**

To conform to the open meeting act, the public may attend open sessions

- 1. CALL TO ORDER AND ROLL CALL**
- 2. OPENING COMMENTS FROM THE CHAIR**
- 3. OPEN COMMENTS FROM THE PUBLIC**
- 4. APPROVAL OF MINUTES**
  - a. October 22, 2008 (attachment)
  - b. November 12, 2008 (attachment)
- 5. ACTION ITEMS**
  - a. Committee Composition
  - b. Committee Name
- 6. DISCUSSION**
  - a. PD Survey Question Draft
- 7. REPORTS**
  - a. Committee Composition Work Group – Diane Flores-Kagan, Mark Hoffer, Richard Coffman, and Glenn Buxton
  - b. Faculty Professional Development Guideline Work Group – Jack Halliday, Cindy Lehman, and Rona Brynin
  - c. Welcome Back Day 2009 – 2010 – Rona Brynin, and Diane Flores-Kagan
- 8. OTHER**
- 9. ADJOURNMENT**

**NON-DISCRIMINATION POLICY**

Antelope Valley College prohibits discrimination and harassment based on sex, gender, race, color, religion, national origin or ancestry, age, disability, marital status, sexual orientation, cancer-related medical condition, or genetic predisposition. Upon request, we will consider reasonable accommodation to permit individuals with protected disabilities to (1) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities, or events.



**ANTELOPE VALLEY COLLEGE  
FACULTY PROFESSIONAL DEVELOPMENT  
COMMITTEE MEETING  
November 19, 2008**

**1. CALL TO ORDER AND ROLL CALL**

Kathryn Mitchell, Faculty Professional Development Chair, called the meeting to order at 2:39 p.m.

**2. OPEN COMMENTS FROM THE CHAIR**

- A conversation occurred with the Union Executive members regarding the distributed Union Survey. The Union Executive decided since many faculty stated they did not receive the survey they are going to distribute the survey again. The survey results will be used as part of the negotiation process. Survey result information will be presented at the next meeting if available.

**3. OPEN COMMENTS FROM THE PUBLIC**

None

**4. APPROVAL OF MINUTES**

**a. October 22, 2008 (attachment)**

A motion was made and seconded to approve the October 22, 2008 Faculty Professional Development Committee meeting minutes. Motion carried.

**b. November 12, 2008 (attachment)**

A motion was made and seconded to approve the November 12, 2008 Faculty Professional Development Committee meeting minutes. Motion carried.

**5. ACTION ITEMS**

**a. Committee Composition**

A motion was made and seconded to approve the following recommended changes to the committee composition:

- Replace the standing Faculty Academy Coordinator position with the Tenure Evaluations Coordinator.
- Add an Adjunct Faculty Representative to serve a one year term.

Motion carried.

**b. Committee Name**

A motion was made and seconded to approve the change the committee name to the Professional Development Committee. A general discussion occurred regarding if changing the name will obligate the committee to include activities that would benefit Classified and Confidential Management staff. The consensus of the committee was that both of these campus constituents have representation on the committee and have the opportunity to put forth proposals that address specific professional development needs. In addition, these campus constituents do not have a required obligation to perform professional development where faculty do. Gloria will contact the respective Union Presidents to encourage them to fill the vacancies they have on the committee and encourage them to submit proposals during the open proposal process. Motion carried.

## 6. DISCUSSION

### a. PD Survey Question Draft

Kathryn reported no one volunteered to participate as members of the PD Survey work group, therefore she is going to work on formulating some questions and solicit the input of the Academic Senate President. The draft will be brought back to the committee for input. The Institutional Research Office has provided the necessary paperwork needed to request an electronic version of the survey but will not submit anything until the survey is created

## 7. REPORTS

### a. Committee Composition Work Group – Mark Hoffer, Richard Coffman, and Glen Buxton

The work of this work group has been completed.

### b. Faculty Professional Development Guidelines Work Group – Jack Halliday, Cindy Lehman, Rona Brynin, and Judy Sullivan

The work group members reported they were having difficulties in determining exact changes needed as a majority of the language is pretty clear. Members were requested to focus on the language in Standard 3 – College Governance and Operations, especially in the areas of where committee work is discussed. Work group members reported they are looking at revisiting Coordinators hours and will have a recommendation in early spring for discussion.

### c. Welcome Back Day 2009 – 2010 – Diane Flores-Kagan, Rona Brynin, Mark Hoffer, and Sherri Zhu

Workgroup members are looking to meet in early December and will provide a report in early spring.

## 8. OTHER

- We have received four volumes of the Transfer for Success subscription and will post them to the Professional Development web site. An email announcement will go out to the campus with attachments of the four volumes.
- Dr. Tom O'Neil and Dr. Sherri Zhu attended the Intellect conference. AVC is a member of the consortium and have access to many two to three minute video clips. An announcement will be communicated to campus constituents indicating how to access these services. This would be a great tool for faculty to consider when proposing future Professional Development events.

## 9. ADJOURNMENT

A motion was made and seconded to adjourn the November 19, 2008 Flex meeting at 3:30 p.m. Motion carried.

| MEMBERS PRESENT    |                  | GUESTS | ABSENT MEMBERS |
|--------------------|------------------|--------|----------------|
| Rona Brynin        | Mark Hoffer      |        | Jeff Cooper    |
| Glenn Buxton       | Cindy Lehman     |        | Carol Eastin   |
| Richard Coffman    | Kathryn Mitchell |        | Sharon Lowry   |
| Diane Flores-Kagan | Dr. Tom O'Neil   |        | Casey Scudmore |
| Jack Halliday      | Sherri Zhu       |        | Judy Sullivan  |