



**ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE
AGENDA
March 13, 2013
2:00 p.m. – 3:30 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. February 27, 2013 Minutes (to be provided)**
- 5. ACTION ITEMS**
- 6. REPORTS**
 - a. FPD Evaluation - Revision (attachment to be provided)**
- 7. DISCUSSION ITEMS**
 - a. Sabbatical Leave Review – Mrs. Sharon Lowry**
 - b. Standard 3 Revision**
 - c. Full-time FPD Contract Revision**
 - d. Guidelines for Honor's Option/Mentor Program Credit**
- 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
MINUTES

March 13, 2013
2:00 p.m. to 3:30 p.m.

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

1. CALL TO ORDER AND ROLL CALL

The March 13, 2013 Faculty Professional Development meeting was called to order at 2:05 p.m. by Ms. Kathryn Mitchell, Chair.

2. OPENING COMMENTS FROM THE CHAIR

None.

3. OPENING COMMENTS FROM THE PUBLIC

Mr. Harish Rao distributed a *Communication Tips for An Effective FPD Presentation* handout. This handout was previously discussed in the February 27, 2013 meeting. The item will be presented for action at the March 27, 2013 meeting.

4. APPROVAL OF MINUTES

a. February 26, 2013

A motion made and seconded to approve the minutes of the February 26, 2013 Faculty Professional Development meeting minutes with one correction. Motion carried with two (2) abstentions.

5. ACTION ITEMS

None.

6. REPORTS

a. FPD Evaluation – Revision

Report tabled.

7. DISCUSSION ITEMS

a. Sabbatical Leave Review – Mrs. Sharon Lowry

Ms. Kathryn Mitchell noted that three (3) Sabbatical Leave Letters of Intent were initially submitted, but that only two (2) final Sabbatical packets were submitted prior to deadline and are therefore eligible for consideration. Mrs. Sharon Lowry, Vice President of Academic Affairs, conducted the review process. Mrs. Lowry stated the committee needed to look at each application carefully, to ensure all criteria had been met. She stated the cost must be neutral, and that the term cannot be one (1) semester.

1) Ken Shafer

The packet submitted by Ken Shafer was reviewed and rejected because it was incomplete. There was no signature page, and the packet was not signed off by the appropriate Dean. Additionally, Mr. Shafer requested only a one semester sabbatical leave instead of a full academic year; one semester sabbaticals cost the district while one year sabbaticals are cost neutral.

2) Dr. Claude Gratton

The committee reviewed the proposal submitted by Dr. Claude Gratton, and felt that most of the criteria had been addressed. The lack of the term *community college* was a concern, and the consensus was that students in the classroom must understand critical thinking at a level for freshmen and sophomores at a community college level – not as much in a research methodology, but in practical application in a proper level. This was connected to the belief that Dr. Gratton needs to research what other community college instructors in his discipline are teaching and how they approach the specific concerns Dr. Gratton has noted exist in the availability of good textbook choices.

The committee was also concerned with the lack of specific reference to AVC students and their success in mastering the critical thinking skills taught in Dr. Gratton's classes. A discussion of his intent ensued, ending with the following recommendations:

- Dr. Gratton include the terminology *community college* in his sabbatical application.
- Dr. Gratton explain *how* his research and work during his sabbatical will directly result in the student success of our students here at AVC.
- Dr. Gratton incorporates contacting and discussing issues relating to his discipline with colleagues at other comparable California community colleges in his planned sabbatical schedule.

A motion was made and seconded to approve the request with the condition Dr. Gratton deliver a proposal more focused on reaching the community college student population, making concepts clear and applicable to our students, and contributing to their success. Motion carried.

Mrs. Lowry will write letters to Dr. Gratton and Mr. Shafer, informing them of the committee's determination. Mrs. Lowry will ask Dr. Gratton to provide a revised proposal within one week for the committee to review at the March 27, 2013 meeting.

b. Standard 3 Revision

The committee continued to discuss the revision of Standard 3 guidelines. Mrs. Lowry requested that the committee includes the requirement that all participation in campus shared governance must be verified. One suggestion was to create a form that committee chairs would have to sign verifying that committee members attended a minimum of 75% of the meeting during the academic year. The discussion is to be continued in the next FPD Committee meeting.

Mrs. Lowry also noted that the hours for credit for completing Adjunct Faculty Evaluation needs to be clarified. Faculty may claim a maximum of 8 hours per evaluation, for a total of 10 hours maximum for all Adjunct Faculty Evaluations completed. This distinction is based on the pay rate for faculty who chose to be paid directly for completing Adjunct Faculty Evaluations instead of claiming flex credit. FPD credit must be equitable.

c. Full-time FPD Contract Revision

Item tabled.

d. Guidelines for Honor's Option/Mentor Program Credit
Item tabled.

8. ADJOURNMENT

The Faculty Professional Development meeting of March 13, 2013 was adjourned at 3:32 p.m. by Ms. Kathryn Mitchell, Chair.

MEMBERS PRESENT			
Kathryn Mitchell, Chair	Dr. Magdalena Caproiu	Jackie Lott	Dr. Tom O'Neil
Dr. Liette Bohler	Rosa Fuller	Tim Lynskey	Harish Rao
Rona Brynin	Mark Hoffer	Ty Mettler	LaDonna Trimble
MEMBERS ABSENT		GUESTS	
Rae Agahari	Dr. Richard Coffman		Dr. Irit Gat

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Approved: March 27, 2013 Faculty Professional Development Meeting