



**ANTELOPE VALLEY COLLEGE**  
**FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE**  
**September 22, 2010**  
**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. September 8, 2010 (attachment)
- 5. DISCUSSION**
  - a. Welcome Back Day Overview / Evaluations
  - b. 2010 – 2011 FPD Committee Goals Draft (attachment)
- 6. ACTION ITEMS**

None
- 7. REPORTS**

None
- 8. OTHER**
  - Review / Approve Plans
- 9. ADJOURNMENT**

**NON-DISCRIMINATION POLICY**

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**ANTELOPE VALLEY COLLEGE  
FACULTY PROFESSIONAL DEVELOPMENT  
COMMITTEE MEETING  
September 22, 2010**

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

Kathryn Mitchell, Faculty Professional Development Chair, called the meeting to order at 2:07 p.m.

**2. OPEN COMMENTS FROM THE CHAIR**

- Kathryn provided a brief overview on discussions occurring at a recent Chief Instructional Officers meeting attended by Ms. Sharon Lowry regarding Professional Development activities. The big issue and current hot topic for state legislatures are FPD topics and accountability. The largest area of concern revolves around the millions of dollars distributed to offer campus program and the lack of accountability. Ultimately, the state legislature will be placing pressure on the Chancellor's Office to begin really scrutinizing programs to ensure proposed events are primarily focused on student success, retention, and learning outcomes. Kathryn reported AVC's program is ahead of this movement which is why we've moved to include standards and including faculty academy events. The current FPD Program consists of 60% Faculty Academy events and 40% College Colloquia events, which are faculty driven. We were made aware of the upcoming changes due to conversations with LeBaron Woodyard, Dean of Instructional Services and Programs at the Chancellor's Office. There is no reason to panic as we have a solid program although we will have to look at tightening up some loose ends in Standards #3 and #4.
- Union Issues – In order to change the Sabbatical language for the 2011 -2012 program year the Faculty Union must agree to change the language in the Certificated Contract. Both the contract and FPD guideline language must be aligned. Kathryn will work with the Faculty Union to see if language regarding requiring faculty approved for sabbatical leave to obtain a bond as well as provide a FPD event upon return can be included in the 2011 – 2012 Certificated Contract. In addition, Kathryn will work with the Faculty Union to ensure that clear language indicates that any faculty missing the mandatory Welcome Back Day are required to claim sick time or personal necessity to make up for hours missed. Furthermore, a discussion will be broached regarding whether the hours missed on the mandatory day should be awarded for Standard #1 – Faculty Academy credit or if faculty will have to make up this time by participating in alternate Standard #1 – Faculty Academy events.
- Kathryn reported the committee will not be reviewing or approving Full-Time Faculty plans until an email is distributed to faculty indicating any hours missed for the mandatory Welcome Back Day must be made up by claiming a sick day or personal necessity day, which must be included and documented with submitted plans. An email will be distributed to faculty which will include language implicating Union support.

**3. OPEN COMMENTS FROM THE PUBLIC**

- Ms. Sharon Lowry provided a brief report on the discussions which occurred at the recent Chief Instructional Officers meeting. The group meets six times a year to discuss pertinent issues that will be addressed at the state level. Dr. Barry Russell, Vice Chancellor of Academic Affairs for California Community Colleges, was in attendance and reported several state legislative representatives are scrutinizing the Faculty Professional Development Program opportunity offered to California Community Colleges due to the millions of dollars expended on offering these programs, which could potentially go towards offering additional courses. The greatest concern is the types of activities being offered on campuses and making districts accountable to offer holistic professional development programs. Currently, there are no talks about eliminating the programs but the Chancellor's Office may strongly advise districts to increase activities that promote student success,

retention, and student completion. In addition, districts will be asked to focus on the three primary areas: transfer, basic skills, and career/technical courses. The legislature is currently scrutinizing all areas of funding due to the state budget situation which is why avocational and recreational courses were reduced. The ultimate outcome of the conversation regarding Faculty Professional Development Programs is the main buzz words are student success, student retention, and student completion, which the committee needs to be mindful of when approving the 2011 – 2012 FPD program calendar. Committee members were reminded that the Chancellor's Office only views the titles of events and to be mindful of the audience given the current situation occurring at the state level. Ms. Lowry commended the committee on performing an exceptional job in ensuring a balanced program and streamlining Faculty Academy events into the program. Additional information will be provided to the committee when obtained.

#### **4. APPROVAL OF MINUTES**

##### **a. September 8, 2010 (attachment)**

A motion was made and seconded to approve the September 9, 2010 FPD Committee minutes. Motion carried as revised.

#### **5. DISCUSSION ITEMS**

##### **a. Welcome Back Day Overview / Evaluations**

Kathryn reported the final evaluation results for the 2010 Welcome Back Day. A total of eighty evaluations were returned with the following overall rating for the day:

- 21 – excellent
- 39 – good
- 9 – fair
- 7 – poor

Some additional comments were received and will be included in the final document before it is forwarded to Christos Valiotis, Academic Senate President, to include as an informational item at the College Coordinating Council and Mutual Agreement Council meetings. Overall, the evaluation results were positive.

Spring Welcome Back Day – Kathryn indicated there is an urgent need to begin the planning and coordinating process for the Spring Welcome Back Day. She requested committee input on potential breakout sessions and the agenda outline. Committee members engaged in a lengthy discussion regarding potential topics, such as:

- a general session
- specific SLO training for individual disciplines addressing how to write a good SLO, how to use data, break the process down into steps for effective SLOs because faculty really don't know the big picture and need to make the connection between the data in WEAVE to classroom
- online training with hands on component to demonstrate the overall usage and effectiveness
- an accreditation workshop
- budget update
- Blackboard Open House – where faculty using Blackboard have their courses showcased
- Race and Gender follow-up
- FPD Roundtable

In the next meeting the committee should make a determination on whether to offer two or three ninety minute sessions and how many events to offer in each session. The day is slated to be a

six hour Standard #1 – Faculty Academy opportunity and will not include a division meeting. It is imperative to entice faculty participation being that this is not a mandatory event.

**b. 2010 – 2011 FPD Committee Goals Draft (attachment)**

Kathryn presented the drafted 2010-2011 FPD Committee Goals and requested revisions. Committee members were encouraged to review the drafted goals and discussed prioritizing in order of importance of accomplishing the stated goal. Kathryn indicated she would begin reviewing the stipulated goals and prioritize them accordingly for committee approval.

**6. ACTION ITEMS**

None

**7. REPORT**

None

**8. OTHER**

- Review/Approve Plans – this item was postponed until a committee training (norming) session can be conducted.
- A question arose on whether a faculty can obtain flex credit for working in a class that is co-taught between two faculty but the faculty is not the teacher on record for the specific course at the time and is not receiving compensation. Kathryn stated that the committee needs to be cautious in this situation and remember working with students does not promote professional development of the faculty member, but is part of a faculty member’s role and responsibility. Professional development credit should not be awarded for activities where faculty work with students outside of club advising and participating or planning special campus diversity events involving students.

**9. ADJOURNMENT**

A motion was made and seconded to adjourn the September 22, 2010 Faculty Professional Development (Flex) Committee meeting at 3:45 p.m. Motion carried.

MEMBERS PRESENT		ABSENT MEMBERS	
Rona Brynin	Cindy Lehman	Rae Agahari	Casey Scudmore
Magdalena Caproiu	Sharon Lowry	Roslyn Haley	<i>Vacant Adjunct Faculty Representative</i>
Richard Coffman	Ty Mettler	Tatiana Konovalov – ASO Rep.	<i>Vacant Classified Union Representative</i>
Rosa Fuller	Kathryn Mitchell	Dr. Tom O’Neil	<i>Vacant Confidential Mngmt. Union Rep.</i>
Jennifer Gross	Santi Tafarella		
Mark Hoffer			

**DRAFT**

## 2010 – 2011 Faculty Professional Development Committee Goals

- #1 – Finalize the College Mentorship Program with clearly defined project expectations and requirements.
- #2 – Coordinate spring Faculty Welcome Back Day.
- #3 – Explore additional online professional development opportunities.
- #4 – Coordinate committee sponsored events that include either a hands on or collaborative components.
- #5 – Create an event ranking process that establishes clearly defined criteria (i.e. hands on component, actively involve audience, etc.)
- #6 – Stream line forms (plans, contracts, evaluations) – review FPD forms for revisions.
- #7 – Evaluate and create a process to use evaluation feedback.
- #8 – Establish committee member roles and responsibilities.