ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE
March 25, 2009
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. March 11, 2009 (attachment)

5. **ACTION ITEMS**
   None

6. **DISCUSSION**
   a. ITS Proposals

7. **REPORTS**
   a. Welcome Back Day 2009 Sub-group (attachment)
   b. Field Trip Procedures Sub-group

8. **OTHER**
   • Review and approve submitted plans/contracts

9. **ADJOURNMENT**

1. **CALL TO ORDER AND ROLL CALL**
   Kathryn Mitchell, Faculty Professional Development Chair, called the meeting to order at 2:04 p.m.

2. **OPEN COMMENTS FROM THE CHAIR**
   - The call for committee members is rapidly approaching. Kathryn stated committee members wanting to be considered serve another term must submit a letter of interest to the Senate Executive by Friday, March 27, 2009.
   - Kathryn reported she researched the Presenting hours awarded at other community colleges and they are equivalent to the formula that currently exists at AVC.
   - Kathryn introduced Greg Krynen, ITS Technical Trainer, who would be attending the meeting to answer questions regarding ITS Proposals.
   - A draft of answers was distributed to committee members for review and input. Kathryn stated the answers were directly taken from the Faculty Professional Development Guidelines and requested committee members to review the draft and provide feedback for future publication.

3. **OPEN COMMENTS FROM THE PUBLIC**
   None

4. **APPROVAL OF MINUTES**
   a. **March 11, 2009 FPD Meeting**
   A motion was made and seconded to approve the March 11, 2009 Faculty Professional Development Committee minutes. Motion carried.

5. **ACTION ITEMS**
   None

6. **DISCUSSION ITEMS**
   a. **ITS Proposals**
   Kathryn stated Mr. Greg Krynen, ITS Technical Trainer, was invited to attend the meeting to provide an opportunity for committee members to ask questions regarding submitted proposals. A lengthy discussion occurred regarding scheduling repeating events and the necessity of establishing a calendar that is consistent and agreed upon by both the Faculty Professional Development Committee and ITS. Creating separate calendars of activities caused a great deal of confusion for faculty and changes were not clearly communicated to the committee during the 2008 – 2009 FPD Proposal process. Greg ensured that the calendar would be a collaborative effort for Professional Development credit and he would be open to scheduling alternate faculty training needs.

   A brief overview of the California Community College Conference (CCC Confer) System was provided. Greg detailed that many colleges use this system for courses offered online. The system facilitates online meeting forums (online classroom environment) where attendees can exchange files, the facilitator can work with a white board, and participants can share information. The facilitator must create an account and interested participants must obtain log in information. All Technical Training events will be hosted with an online component. The physical restrictions of the training room will still remain consistent (five

attendees per session), but the online component will be opened to twenty participants. Faculty interested in participating in Technical Training events online must email Greg indicating their interest and he will forward them log in information. Online participants will be included on the sign in sheet submitted to the Academic Senate Office for attendance verification.

Committee members expressed concern about archived Technical Training events. Greg stated the events are archived for participants to reference at a later date if needed. Standard #1 requires that faculty must actively participate in events in order to obtain credit, therefore archived Technical Training events would only qualify for Standard #3 or #4. The committee will continue to discuss where credit for archived Technical Training events will be placed.

A lengthy discussion occurred about 2009 – 2010 ITS Proposals. Each proposal included three separate dates for possible inclusion in the upcoming program year. Upon reviewing the submitted proposals the committee agreed to approve repeating Blackboard Training events three times during the academic year and all other Technical Training events two times, once in the fall and spring. Committee members expressed the need to stick to approved dates and schedule events on days/times which would increase faculty participation.

7. **REPORTS**
   a. **Welcome Back Day 2009 (attachment) – Diane Flores-Kagan, Rona Brynin, Sherry Zhu, and Mark Hoffer**
      Diane Flores-Kagan provided a brief overview of subgroup meeting outcome.
      1. A search for possible guest speakers was conducted and revealed that costs are high for many ($7k - $10k). Also, there is uncertainty that any one speaker will meet the expectations of the committee
      2. A theme was discussed: Changing Times – How to Meet the Challenges Ahead. It was felt that this or a similar theme would connect to an audience of faculty, administrators, and staff members.
      3. An AVC panel of speakers was considered for the mid-morning slot (10 minutes each):
         - M. Jaffe – *brief* history of changes (financial) in the United States and at AVC (financial, reorganization, student population, etc.)
         - I. Gat – finding motivation/keeping motivated to accept and engage in change
         - T. O'Neil – adopting the right attitude, staying positive
         - K. Bingham – dealing with the stress of change, monitoring one's well-being
         - S. Covell – finding humor in difficult situations related to change
         - D. Meyer – managing finances in changing times
         If the panel is accepted by the FPD Committee, panelists will be solicited to see if they are interested and to provide at the conference at least three strategies related to their areas of expertise.
      4. At the next meeting of the sub-group, faculty academy and colloquia proposals approved by the FPD Committee will be reviewed for their connection to the Welcome Back theme. Also, the list of possible presentations sent to the sub-group by Kathryn and Gloria will be considered.

         The committee engaged in a lengthy discussion regarding the format of the day and was in consensus to incorporate the proposed panel as part of the event.
   b. **Field Trip Procedures**

Jennifer Gross reported the meeting with Terry Cleveland had to be rescheduled to Tuesday, March 31, 2009. The subgroup will be providing a report at a future meeting.

8. **Other**
   - Review and approve submitted plans/contracts.
     o Committee members engaged in reviewing and approving submitted plans and contracts from adjunct faculty.
     o Committee members were encouraged to carefully review submitted contracts to ensure that faculty meet specific requirements stipulated for each Standard.

9. **ADJOURNMENT**
   A motion was made and seconded to adjourn the March 25, 2009 Faculty Professional Development (Flex) Committee meeting at 3:05 p.m. Motion carried.

MEMBERS PRESENT		GUEST	ABSENT MEMBERS
Rona Brynin	Mark Hoffer	Greg Krynen	Jeff Cooper
Richard Coffman	Cindy Lehman		Sharon Lowry
Carol Eastin	Kathryn Mitchell		Dr. Tom O'Neil
Diane Flores-Kagan	Judy Sullivan		Casey Scudmore
Jennifer Gross	Sherri Zhu		John Cabral
Jack Halliday			