



**ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE**

AGENDA

**November 20, 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 CO-CHAIR
3. OPEN COMMENTS FROM THE PUBLIC
4. APPROVAL OF MINUTES
 - a. November 13, 2013 Minutes – to be provided
5. INFORMATIONAL ITEMS
 - a. 2014-2015 FPD Presentation Form: <http://www.avc.edu/administration/organizations/fpd/proposalreq.html>
6. ACTION ITEMS
7. DISCUSSION ITEMS
 - a. Honors Committee – John Vento
 - b. 8-Week Courses & Union Contract Language – Dr. Susan Lowry
8. OTHER
 - a. Review/Approve Flex Plans
9. ADJOURNMENT

NON-DISCRIMINATION POLICY

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ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE
MINUTES
November 20, 2013
2:00 p.m. – 3:30 p.m.
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To conform to the open meeting act, the public may attend open sessions

1. **CALL TO ORDER AND ROLL CALL 2:06**
The Faculty Professional Development (FPD) meeting of November 20, 2013 was called to order at 2:06 p.m. by Dr. Irit Gat, Chair.
2. **OPENING COMMENTS FROM THE CO-CHAIR**
Dr. Gat discussed the Sabbatical Leave process, and encouraged members to review the information on the FPD website: <http://www.avc.edu/administration/organizations/fpd/documents.html> . She reported she will be meeting with President Knudson over intersession to discuss the Sabbatical procedure.

Dr. Gat reported plans to meet with the Faculty Professional Development administrator for College of the Canyons during intersession as well. The administrator holds a full-time position in this capacity.
3. **OPEN COMMENTS FROM THE PUBLIC**
None.
4. **APPROVAL OF MINUTES**
 - a. November 13, 2013 Minutes – to be provided – next meeting
The FPD minutes from the November 13, 2013 meeting will be provided at the first meeting of the Spring 2014 semester. The minutes were not prepared, as the meeting was moved forward one (1) week in consideration of the Thanksgiving holiday.
5. **INFORMATIONAL ITEMS**
 - a. 2014-2015 FPD Presentation Form: <http://www.avc.edu/administration/organizations/fpd/proposalreq.html>
Dr. Gat reminded members to encourage colleagues to submit FPD activity proposals for the 2014-2015 academic year. She reminded members of the need to hold activities during intersession.
6. **ACTION ITEMS**
None.
7. **DISCUSSION ITEMS**
 - a. Honors Committee – John Vento
John Vento addressed members regarding the Honors program. The program currently offers 40-50 Honors classes per semester. A challenge is the program cannot always offer the same classes.

Mr. Vento asked members to consider allowing Faculty Professional Development credit for work related to Honors Option. He explained MiraCosta College (Oceanside, CA) and San Diego Mesa College award faculty for Honors Option work by meeting requirements:
 - Faculty must submit a detailed log of when they met with students
 - Hours do not occur during office house
 - Activity description is documented
 - A reflection statement is submitted

Standard 4 Professional Project credit was discussed, with an allowance of up to 20 hours. Although Professional Projects do not require documentation, the Honors Option proposal would require documentation to substantiate meetings and reflect activity and specifics. MiraCosta College has 300 students enrolled in their Honors Program that incorporates 8 – 10 classes per semester. Students have an option of preferred admission.

Mr. Vento explained students and faculty can work together to create Honors Options. Faculty will compile the options. Outcomes would be evaluated and mentorship ongoing. Faculty can withdraw at any time.

Mr. Ty Mettler expressed support for the proposal, and expressed appreciation for the instructor doing the reflection. He suggested faculty and student document what they learned, for inclusion in the reflective statement, which he defined as professional development.

Dr. Susan Lowry noted significance in the individualist approach, the collaboration with the student and the reflection, noting the interaction is significantly more work than the Honors Option five (5) years ago.

Ms. Jackie Lott noted the work must reflect professional development as mandated by the Chancellor. She questioned where professional development – working with other faculty would occur within the Honors Option.

Mr. Mark Hoffer explained it is not the same as office hours but is more directed, and the reflection statement is the collegial component. The mentorship is even more valuable to a faculty member in learning more about it along with the student. In connection with ILOs, Mr. Hoffer stated the proposal is more than defensible.

Ms. Lott addressed concern that if faculty get strong within their area, they will not participate in our faculty professional development activities. She warned too many FPD options could result in low attendance.

Mr. Harish Rao noted faculty may only claim hour-for-hour, regardless of how many students they meet with during the timeframe.

Mr. Vento will readdress the committee when more members are present.

- b. 8-Week Courses & Union Contract Language – Dr. Susan Lowry
Dr. Susan Lowry, Union President, led discussion regarding whether faculty who teach an eight (8) week course are required to fulfill a Faculty Professional Development obligation. Because the union contract language is unclear, clarification is necessary. The classes in question meet for the full term over the 8-week period. Dr. Lowry explained the most recent full ratification of a contract took place in June 2013, and a new contract will not be in place for at least two (2) years.
- c. For the interim, Dr. Gat, Dr. Lowry and President Knudson will write a Memo of Understanding to articulate language to formally address and define a mandate regarding a faculty professional development obligation for 8-week courses.
- d. Discussion was made regarding LHE for the Faculty Professional Development Chair during summer. The Chair currently receives six (6) LHE per semester. The request for summer LHE for the FPD Chair will be taken to the MAC meeting by the Senate President.

8. OTHER

- a. Review/Approve Flex Plans
Members reviewed and signed off of Faculty Professional Development Plans and Contracts.

9. ADJOURNMENT

The Faculty Professional Development meeting of November 20, 2013 was adjourned at 3:10 p.m. by Dr. Irit Gat, Chair.

MEMBERS PRESENT			
Dr. Irit Gat	Mark Hoffer	Melanie Parker	
Rona Brynin	Jackie Lott	Harish Rao	
Rosa Fuller	Ty Mettler	Cindy Walter	
MEMBERS ABSENT			GUESTS
Rae Agahari	Dr. Magdalena Caproiu	Dr. Tom O'Neil	Dr. Ed Beyer
Dr. Liette Bohler	Jack Halliday	Rick Shaw	Dr. Susan Lowry
LaDonna Trimble			John Vento

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