

## Faculty Development Committee Meeting

**Minutes for Tuesday, April 23, 2024**

Location: Library 202, 1:15-2:15 pm

	Name		Division	Present
1	Autumn Blakely	AAB	Counseling	y
2	Anna Brochet*	AB	Counseling	y
3	Linda Cooks	LC	Library & Learning Resources	y
5	Amy Himself	AH	Behavioral & Social Sciences	y
6	Camila Jenkin*	CJ	Library & Learning Resources	y
7	Lars Kjeseth	LK	Mathematical Sciences	y
8	Crystle Martin	CM	Library & Learning Resources	y
9	David Moyer	DM	Fine Arts	y
10	Polly Parks	PP	Natural Sciences	y
11	Guests: Jeremy Duque, Sandra Martinez- Garcia			y

\*Committee Chairs

**Mission Statement:** *The El Camino College Faculty Development Committee provides opportunities and support to promote instructional excellence and innovation through faculty collaboration.*

**Fall 2023 Meetings:** September 12, October 10, November 14, December 12 (tentative)

**Spring 2024 Meetings:** February 27, March 26, April 23, May 28

### **Minutes**

- A. Linguistic Justice Syllabus statement – Vote
  - a. Approved unanimously by FDC.
- B. Caring Campus
  - a. CM presented about Caring Campus to the FDC, which will train classified professionals during the summer and will be available to faculty in Fall 2024.
- C. Teacher Hacks videos
  - a. The committee asked if we should be aiming for more polished videos or more homemade style videos? It was decided that these videos will be used in Fall 2024. The committee is aiming to produce about 6 videos total and is looking to recruit more people. The committee proposed sending these videos out beginning a week before PD Day. A possible roundtable or brown bag at the end of the semester was discussed, perhaps an ice cream social or coffee time to discuss implemented ideas.
- D. Flex Matrix
  - a. PP asked if this matrix is needed in its current form or if it could be broken out into its own document and uploaded/viewed separately. The committee decided to clarify the

phrase “Racial equity, diversity, and inclusion” to “Racial EDI”. All changes were cosmetic, not substantial.

E. Needs Assessment

- a. The Needs Assessment is being edited currently, with a deadline for comments of May 10<sup>th</sup>. The survey will go out this spring and the committee will look at the data in the fall.

F. PD Day Proposed Schedule

- a. FDC and PDAC approved this proposed schedule.
- b. Fall 2024 PD day schedule:

9-10 Campus Gathering

LGBTQ opening

New employees celebration

President

Jane 5 minutes

Announcements

10:00-11:30: Campus Open House (Highlight ITEC Division)

11:00-1:00pm: Self-care fair

11:00-1:00pm: Lunch

1-2pm: Division Activities

2:15pm-4pm: Certification trainings

DE training (TBA)

Safezone

Undocu ally

First Gen

Greenzone

Next meeting: May 28<sup>th</sup>, 2024

Optional Zoom meeting May 14<sup>th</sup>, 2024 to discuss Needs Assessment