

Faculty Development Committee Meeting

Minutes for Tuesday, November 27, 2018

Teaching and Learning Center (TLC), Library West Basement, 1-1:50 pm

Present	Name		Division
X	Stacey Allen*	(SA)	Behavioral & Social Sciences
X	Alireza Ahmadpour	(AA)	Fine Arts
X	Dustin Black	(DB)	Behavioral & Social Sciences
	Briita Halonen	(BH)	Humanities
	Amy Herrschaft	(AH)	Counseling
	Sheryl Kunisaki	(SK)	Library & Learning Resources
X	David McPatchell	(DM)	Compton College
X	Polly Parks	(PP)	Natural Sciences
X	Margaret Steinberg	(MS)	Natural Sciences
	Claudia Striepe	(CS)	Library & Learning Resources
X	Lisa Mednick Takami	(LMT)	Professional Development
X	Evelyn Uyemura	(EU)	Humanities

*Committee Chair

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

Fall 2018 Meetings: September 11 & 25, October 9 & 23, November 13 & 27

Spring 2019 Meetings: February 26, March 12 & 26, April 23, May 14 & 28, June 11

1. Updates/Reminders:

Informed & Inspired

SA reminded the committee that Elice Hennessee will present "Learning across the Curriculum: Diverse & Inclusive Cross Curricular Course Content & Student Engagement" on November 29th, 1:00-2:00 in the Library West Basement. She encouraged members to attend and post flyers in their division mailrooms.

Getting the Job (GTJ), Part 1: The Application Process

SA announced that 41 participants have registered for GTJ, Part I which will take place on Friday, November 30th, 12:30-3:00 in the Distance Education Center.

Outstanding Adjunct Faculty Award (OAF)

SA encouraged the FDC to attend the Academic Senate meeting on Tuesday, December 4th, 12:30-2:00, in the Distance Education Center. This year's OAF recipient, Elizabeth Russell, was nominated by AA who remarked that she is an amazing teacher and very deserving of this recognition.

Faculty Book Club (FBC)

PP reported that the FBC has met three times this semester with one more scheduled in December. *Teaching Men of Color in the Community College* has been well-received and has generated engaging and meaningful dialogue. PP praised fellow co-facilitator Erica Brenes for providing numerous interactive activities for the club including a bingo game based on the section assigned for their last meeting. PP mentioned that faculty have acquired many new tools to add to their "inclusive classroom toolbox" including methods to detect implicit bias. Their final session will focus on techniques for

engaging all students, not just men of color. The FBC has considered adopting *Push Out: the Criminalization of Black Girls in School* by Monique W. Morris for next semester. AA recommended *America: the Farewell Tour* by Chris Hedges, an author who has spoken at many colleges and could be invited to speak at El Camino. PP noted that the FBC co-facilitators have discussed the merits of adopting a book that is not directly related to pedagogy, yet relevant to teaching a diverse population of students. AA commented that it is important for faculty to be aware of political, social, and economic issues affecting our students. SA noted we could have more than one book club while DB suggested a partnership with other groups on campus with a focus in some of these other areas.

Cornerstone (Flex Reporting Software)

LMT provided a draft of the Cornerstone implementation timeline, noting the transition has faced a few unexpected challenges which have caused some delays. A request to push implementation to fall of 2019 was denied. Kerri Nakayama and Elana Azose have been working hard to make the transition as seamless as possible, with training available in early December and full implementation in place by the spring semester. Beta testing will begin next week, SA encouraged the FBC to participate in the beta testing. AA suggested that each department have at least one faculty member complete Cornerstone training and then assist in training fellow faculty in their department; MS and LMT agreed this would be highly beneficial. MS inquired about flex credit for completing Cornerstone training videos; how this will be tracked is uncertain at this time. Training will roll out in phases in the coming months, both online and face-to-face, in addition to a breakout session on Spring PD Day. LMT announced that flex summaries would be emailed to the faculty listserv on 12.06.18 and each department will receive a screen shot with steps to print out flex reports which will be available until 12.21.18. PD Reporter will no longer be available after that date, but LMT reassured the committee that flex activities recorded in PD Reporter will be transferred to Cornerstone. LMT solicited feedback on the timeline draft and terminology; EU suggested the summary be referred to as "Flex Report." LMT noted important dates to consider: Soft launch of Cornerstone training is scheduled for 12.12.18; faculty have until 12.14.18 to enter IPPs in PD Reporter; Deans will have until 12.20.18 to approve IPPs. The FDC suggested soft launch training be scheduled for 10:00 am and 2:00 pm on 12.12.18.

2. Sample ADA Syllabus Statement

SA provided the committee with AP 4055, noting it was just approved by the BOT on Monday. With little time left in the meeting and the semester, SA offered to draft a sample statement to be emailed to the committee for review, suggesting we incorporate language from AP 4055, including the title, "Academic Accommodations for Students with Disabilities." PP suggested an abridged version, "Academic Accommodations," noting that some students are uncertain if they have a disability. DB recommended the statement apply to a variety of teaching formats including face-to-face, online, and hybrid classes. Additionally, he noted the importance of including a hyperlink to the Special Resource Center webpage.

SA thanked the committee for their hard work, noting this was the last meeting of the fall semester.

Adjourned: 1:51

SA/12.06.18