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| 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 |
| X | Amy Herrschaft | (AH) | Counseling |
| X | Analu Josephides | (AJ) | Library & Learning Resources |
|  | Sheryl Kunisaki | (SK) | Library & Learning Resources |
| X | David McPatchell | (DM) | Compton College |
| X | Polly Parks | (PP) | Natural Sciences |
| X | Margaret Steinberg | (MS) | Natural Sciences |
| X | Claudia Striepe | (CS) | Library & Learning Resources |
|  | Lisa Mednick Takami | (LMT) | Professional Development |
|  | 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

**Welcome and Introductions**

SA reported that Briita Halonen is on leave this semester and will return to the FDC in the spring; due to other commitments, Anna Brochet, Sumino Otsuji, and Carolee Vakil-Jessop are unable to serve on the FDC at this time. The committee enthusiastically welcomed our newest member, Amy Herrschaft.

SA noted that because the Academic Senate will meet on December 11th, November 27th would be the last FDC meeting of the fall semester.

**Review of FDC 2017-18 Summary of Activities and Discussion of 2018-19 Initiatives**

The committee was provided with a document summarizing the 2017-18 FDC activities. SA thanked committee members who participated in the many FDC initiatives.

The committee discussed fall FDC initiatives including the Faculty Book Club, Informed & Inspired, and Getting the Job workshops.

**Faculty Book Club (FB):**  PP reported that the club will read *Teaching Men of Color in the Community College*, noting that Dr. Frank Harris, our Fall Professional Development (PD) Day keynote speaker, is one of the co-authors. An email was sent to the listservs encouraging faculty to join the FBC – many have already expressed an interest. Professional Development & Learning has purchased 20 books which will be available to the first 20 who register. The book is available on amazon.com for others who wish to join. The FBC will meet from 1:00 to 2:00 in the West Library Basement on September 18th, October 30th, November 20th, and December 4th. In the past, the FBC met on Fridays; however, at the recommendation of several faculty, the facilitators have chosen to move the meetings to the College Hour on Tuesdays. The FBC will be co-facilitated this semester by Polly Parks, Cesar Jimenez, and Erica Brenes. CS noted that the Library should consider purchasing the book.

**Informed & Inspired (I & I):** The committee decided to schedule I & I sessions on the last Thursday of the month to include September 27th, October 25th, and November 29th and to carry over the theme from Fall PD Day – Culturally Responsive Teaching and Learning. The FDC will review PD Day evaluation results of breakout sessions to identify potential I & I presenters. AJ recommended we consider inviting Elice Hennessee, Stephanie Nguyen, and Maria Apablasa. He found their presentation, “Learning across the Curriculum: Diverse & Inclusive Cross Curricular Content & Student Engagement” to be especially dynamic. SA will follow up.

MS suggested that we record breakout sessions on PD Day and make them available on the ECC website. AH noted this would be a good idea for I & I sessions as well. Perhaps we could create our own version of TED Talks.

**Getting the Job Workshops (GTJ):** The committee agreed to schedule GTJ, Part 1 on Friday, November 30th and Part 2 on Friday, February 1st. AJ reported that two librarians (Camila Jenkin & Ryan Gan) who attended GTJ last February, were recently hired at ECC for full-time positions! AH also noted that she attended a GTJ workshop before she was hired as a full-time counselor at ECC. SA noted it would good to use testimonials for marketing purposes from faculty who have attended the workshops and were hired for full-time positions. AJ will reach out to C. Jenkin and R. Gan for testimonials.

SA reported that recruitment for GTJ panelists will be underway soon. PP volunteered to serve as a panelist for Part 2. AJ also expressed an interest in serving.

**Spring Professional Development (PD) Day (February 6th) Theme/Speaker**

The committee discussed plans for Spring PD Day, including the inclusion of Attorney Laura Schulkind to present on 504 compliance. The theme for Spring PD Day will likely center on serving students with disabilities. PP attended Ms. Schulkind’s training last semester which she found useful, but noted there was little time for attendees to ask questions. CS noted a PD Day breakout session might provide a better opportunity for such interaction. AB recommended collaborating with folks from the Special Resource Center (SRC); SA will reach out to the SRC to collaborate on further planning, including how to best involve students in the general session presentation and to inform faculty of the many services provided to our students in the SRC. MS suggested a survey be sent to faculty in advance of Spring PD Day to inquire about questions they may have concerning legal requirements related to serving students with disabilities. These could be forwarded to Ms. Schulkind to better inform her presentation.

CS requested, on behalf of the Assessment of Learning Committee (ALC), that time be devoted during Spring PD Day for a general overview of SLOs at ECC, how they have evolved and current requirements – especially pertaining to the number of SLOs per course and outdated alignment grids. This is particularly important as the college prepares to assess ILO 2 – Communication. Many SLOs across the campus are aligned with ILO 2; concerns have been raised about the accuracy of this alignment. The ALC, co-chaired by Russell Serr and Kevin Degnan, recommend faculty review and update their SLOs and alignment grids during department/division meetings on Spring PD Day. The FDC will liaise with the ALC should the request be approved.

**Updates/Discussions**

**Cornerstone & Flex Matrix Revisions**: SA reported that Cornerstone implementation is underway and should be available for use in spring. In the meantime, faculty will continue to use PD Reporter to track flex activities. The revised flex matrix will go into effect when Cornerstone implementation is complete. SA recommended the FDC consider titles we may use to brand Cornerstone. Titles discussed included: PD@ECC, MyECC PD, and PD Reporter. The committee will continue to explore titles at the next meeting.

**Flex End-of-Year Deadline:** PP reported that faculty in her division had inquired about the deadlines to complete flex activities. Flex activities are to be entered in PD Reporter by May 15th, but faculty have until June 30th to complete them.

**Faculty Book Club Recommendation:** AA recommended *Paying the Price: College Costs, Financial Aid, and the Betrayal of the American Dream* by Sara Goldrick Rab for future FBC consideration. AB noted Goldrick Rab is a well-known scholar and advocate for students experiencing income, food, and housing insecurities.

Adjourned 1:50

**Fall 2018 FDC Initiatives**

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| Faculty Book Club | Sept 18th, Oct 30th, Nov 20th, Dec 4th |
| Informed & Inspired | Sept 27th, Oct 25th, Nov 29th |
| Academic Rank Certificates | Distribute in September |
| Outstanding Adjunct Faculty Award | Nomination deadline October 12th, selection committee convenes early November, awards and certificates presented at December 4th Academic Senate meeting |
| Getting the Job Workshop Series | Part 1 – The Application: Friday, November 30th  Part 2 – The Interview: Friday, February 1st |
| Planning for Spring PD Day & Tenure Reception | November-December |

SA/9.13.18