

## **Faculty Development Committee Meeting**

**Minutes for Tuesday, September 10, 2019**

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

Present	Name		Division
X	Stacey Allen*	(SA)	Behavioral & Social Sciences
	Alireza Ahmadpour	(AA)	Fine Arts
X	Daniel Berney (guest)		Fine Arts/Federation
	Dustin Black	(DB)	Behavioral & Social Sciences
	Rose Ann Cerofeci	(RC)	Humanities
X	Amy Herrschaft	(AH)	Counseling
X	Analú Josephides	(AJ)	Library & Learning Resources
X	Sheryl Kunisaki	(SK)	Library & Learning Resources
	David McPatchell	(DM)	Compton College
X	Polly Parks	(PP)	Natural Sciences
X	Margaret Steinberg	(MS)	Natural Sciences
X	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 10 & 24, October 8 & 22, November 12 & 26

**Spring 2019 Meetings:** February 25, March 10 & 24, April 28, May 12 & 26

### **Review FDC 2018-19 Summary of Activities and Discussion of 2019-20 Initiatives**

The committee was provided with a document summarizing the 2018-19 FDC activities. SA thanked committee members who participated in the many FDC initiatives.

The committee discussed the following Fall 2019 FDC initiatives:

**Faculty Book Club (FBC):** PP reported that conflicting schedules have made it challenging for her and fellow FBC facilitator Erica Brenes to plan meetings for the fall FBC. In keeping with the theme of Fall Professional Development Day, "Pathways for Student Engagement and Success," they have selected *Community: The Structure of Belonging* by Peter Block as the fall book. An email will be sent to faculty later this week encouraging them to register on Cornerstone. Books will be delivered to faculty mailboxes to encourage reading in advance of the first meeting on October 1<sup>st</sup>. The club will also meet on November 5<sup>th</sup> and December 10<sup>th</sup>. All meetings will take place in the Library West Basement from 1:00 to 2:00. PP announced that she and Erica will need to step down as facilitators of the FBC after this semester.

**Academic Rank Certificates:** SA announced that she will be preparing certificates in the next few weeks for faculty who have achieved a new academic rank as noted in the 2019-20 Catalog.

**Outstanding Adjunct Faculty Award (OFA):** SA announced that OFA nominations will be due on October 11<sup>th</sup>. She reported that the Academic Senate voted last semester to refer to *adjunct* faculty as *part-time* faculty. The committee was asked to reconsider the title of the OFA given this change in the Senate. The committee will vote at the next FDC meeting after consulting the titles used in the ECC Catalog.

### **Informed & Inspired (I & I):**

The committee discussed potential speakers and topics for the fall I & I series:

- September 26: AJ will contact colleagues involved with the Men of Color conference
- October 31: The committee discussed possible topics related to Dia de los Muertos and recognizing Hispanic culture in the classroom and inviting speakers from Puente or Student Equity
- November 21: AH suggested we host a panel of international students given this will be International Education Week

## Getting the Job (GTJ) Workshops

SA announced the following dates for this year's GTJ:

- Part 1: Friday, December 6<sup>th</sup>
- Part 2: Friday, January 31<sup>st</sup>

LMT noted that she learned in NFLA that two recently hired fulltime faculty members attended previous GTJ workshops.

## Spring PD Day

SA announced that Spring PD Day will take place on Thursday, February 13<sup>th</sup>. This will be a departure from the last few years when PD Day has fallen on a Wednesday. The Calendar Committee made this decision given the limited time between the winter and spring sessions. The FDC will review Fall PD Day evaluation results in the near future and begin planning Spring PD Day soon.

## Flex Credit

**Student Engagement Toolbox Incentive Program:** PP informed the committee about the new Student Engagement Toolbox Incentive Program which has been implemented as a way to encourage more faculty to use Canvas and ECC Connect. Faculty will receive \$100 for participating in the program; however some have requested flex in lieu to the monetary compensation. After much discussion, the committee voted that this should be an option for faculty and that 4 hours of flex credit would be suitable.

**Flex Credit for Presenters:** The FDC was asked to clarify the amount of flex credit earned by presenters. After reviewing the ECC Flex FAQs and the *Guidelines for the Implementation for the Flexible Calendar Program*, the committee voted to revise the current policy concerning flex credit for presenters to mirror the example stated on page 14 of the *Guidelines*.

The revised policy will read:

Presenters of flex activities will earn three hours of flex credit per one hour of initial presentation. If the presentation is repeated, flex credit will be two hours per one presentation hour.

## Faculty Professional Development Plans

SA explained that the version of Cornerstone available with the Chancellor's Office pilot does not offer the capability to deliver the Faculty PD Plans to faculty in the manner discussed by the FDC last spring. As a result, SA conferred with LMT and Elana Azose over the summer to discuss alternative approaches. One option would be to have Dr. Shankweiler email the PD Plan as a fillable PDF to faculty who would then download the form, fill it out and submit it as an External Training in Cornerstone. The committee discussed the pros and cons of earning flex credit for completing the PD Plan and agreed that it may be suitable to earn one hour of flex for completing the plans this first year only. AH suggested making the fillable PDF available on MyECC and Cornerstone for faculty who might miss the email. The FDC will continue to explore other options for delivering the PD Plans to faculty within the next few weeks of the semester. The goal is to implement a simple and straightforward procedure for completing the plans.

Adjourned 1:49

## FDC Initiatives – Fall 2019

Faculty Book Club	
Academic Rank Certificates	Distribute in September
Outstanding Adjunct Faculty Award	Nomination deadline October 11 <sup>th</sup> , selection committee convenes early November, awards and certificates presented at December 3 <sup>rd</sup> Academic Senate meeting
Informed & Inspired	Sept 27, Oct 31, Nov 21
Getting the Job Workshop Series	Part 1 – The Application: Friday, December 6 <sup>th</sup> Part 2 – The Interview: Friday, January 31 <sup>st</sup>
Planning for Spring PD Day & Tenure Reception	November-December