



**ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE**

**AGENDA
November 14, 2012
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 CHAIR**
- 3. OPEN COMMENTS FROM THE PUBLIC**
- 4. APPROVAL OF MINUTES**
 - a. October 24, 2012 Minutes**
- 5. ACTION ITEMS**
- 6. REPORTS**
 - a. FPD Evaluation Sub-Committee**
- 7. DISCUSSION ITEMS**
 - a. Spring Welcome Back Day**
 - b. Review of Mission Statement (attachment)**
 - c. 2013-14 Proposal Form (attachment)**
 - d. Webpage Update**
- 8. OTHER**
 - a. Review & Approve Plans**
- 9. ADJOURNMENT**

NON-DISCRIMINATION POLICY

Antelope Valley College prohibits discrimination and harassment based on sex, gender, race, color, religion, national origin or ancestry, age, disability, marital status, sexual orientation, cancer-related medical condition, or genetic predisposition. Upon request, we will consider reasonable accommodation to permit individuals with protected disabilities to (1) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities, or events.



ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE
MINUTES
November 14, 2012
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

The Faculty Professional Development Committee meeting of November 14, 2012 was called to order by Ms. Kathryn Mitchell, Chair, at 2:07 p.m.

Members Present

Kathryn Mitchell, Chair
Rona Brynin
Dr. Magdalena Caproiu
Dr. Richard Coffman

Ty Mettler
Harish Rao
Jackie Lott
Mark Hoffer

Members Absent

Mrs. Sharon Lowry
LaDonna Trimble
Rosa Fuller
Dr. Liette Bohler
Tim Lynskey
Rae Agahari

2. OPEN COMMENTS FROM THE CHAIR

None.

3. OPEN COMMENTS FROM THE PUBLIC

None.

4. APPROVAL OF MINUTES

a. October 24, 2012 Minutes

*A motion made and seconded to approve minutes with corrections.
Motion carried.*

5. ACTION ITEMS

None.

6. REPORTS

a. FPD Evaluation Sub-Committee

Action item next week.

7. DISCUSSION ITEMS

a. Spring Welcome Back Day

Ms. Kathryn Mitchell has made several contacts regarding events for the upcoming Spring 2013 Welcome Back event. The schedule is as follows:

Session I	Distance Education and Technology Committee (DETC) Basic Skills Student Development
Session II	Library Budget Student Discipline
Session III	Student Learning OUTCOMES (SLO)

The Spring 2013 Welcome Back Schedule will be an action item at the next meeting.

b. Review of Mission Statement (attachment)

Discussion was made regarding revision of the Faculty Professional Development Mission Statement. Members agreed the current mission statement accurately states what we the committee does. The Mission Statement will be an action item for the next meeting.

c. Faculty Academy Mission Statement

This will become an action item at the next meeting.

d. 2013-14 Proposal Form (attachment)

e. Webpage Update

Stephen Burns pushed webpage into a new format.

8. OTHER

a. Review & Approve Plans

9. ADJOURNMENT

The November 14, 2012 Faculty Professional Development meeting was adjourned at 3:30 p.m. by Ms. Kathryn Mitchell, Chair.

NON-DISCRIMINATION POLICY

Antelope Valley College prohibits discrimination and harassment based on sex, gender, race, color, religion, national origin or ancestry, age, disability, marital status, sexual orientation, cancer-related medical condition, or genetic predisposition. Upon request, we will consider reasonable accommodation to permit individuals with protected disabilities to (1) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities, or events.

Approved: November 28, 2012 Faculty Professional Development Meeting

Faculty Professional Development

Professional Development Philosophy

By adopting the Flexible Calendar Option, Antelope Valley College provides full-time and adjunct faculty members (both teaching and non-teaching) with time and opportunities for participation in professional development activities. Through a carefully designed faculty-driven program, we intend to address the needs of our institution as it continues to change and grow, explore current and innovative curricula and classroom strategies, and offer faculty from different disciplines a change to discuss and exchange ideas. The Faculty Professional Development Program Calendar offers growth by allowing faculty to be exposed to a variety of programs and workshops.

Faculty Academy Mission Statement

To improve student learning through enhancement of quality of instruction at Antelope Valley College by providing professional development and resources for faculty in teaching methods, learning styles, curriculum development, student retention, educational technology and other related areas.



**ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT PROGRAM
PROPOSAL FORM GUIDELINES & DIRECTIONS**

The Faculty Professional Development Committee seeks proposals for the 2013 – 2014 academic year. The committee plans to select approximately 250 hours of activities, roughly half of which will be Faculty Academy. **Priority will be given to new, innovative and creative activities that offer participants hands-on training, direct interaction and interdisciplinary perspectives.** A limited number of Faculty Academy events may be offered online. If you are interested in facilitating one of these online training events, please contact Faculty Professional Development Chair Kathryn Mitchell at kmitchell18@avc.edu.

This year's proposals may be submitted electronically to nmasters@avc.edu. The deadline is **February 14, 2013**.

***STANDARD #1 – FACULTY ACADEMY ACTIVITIES**

Faculty Academy events are strictly designed to improve student learning outcomes and retention and enhance the quality of instruction and support services at Antelope Valley College. Academy activities should offer training in teaching and assessment methods, divergent learning styles, curriculum development, educational technology, and support the Antelope Valley College mission and institutional learning outcomes.

***STANDARD #2 – COLLEGE COLLOQUIA AND FIELD TRIPS**

College colloquia and field trips are designed to encourage faculty interaction through the exchange of ideas across various disciplines. Colloquia activities enhance lifelong learning skills and promote dialogue by examining culturally diverse perspectives in the arts, sciences, and humanities. Note: funds and transportation for field trips are unavailable at this time.

DIRECTIONS FOR COMPLETING THE PROPOSAL FORM

- Descriptions should provide a brief overview of the proposed activity and its direct benefit to participants in relation to the requirements listed for Faculty Academy or College Colloquia activities.
- Descriptions should be limited to 4-5 sentences and be approximately 250 words in length.
- **A digital promotional image should be attached.** JPEG attachments should be **300KB** or smaller.

Due to the current budget crisis, the Faculty Professional Development Committee is unable to approve funding for the 2013 – 2014 academic year at this time.

The Professional Development Committee reserves the right to edit all program descriptions prior to publication. All proposals are due by **February 14, 2013**.

***NOTE** – all proposed activities must allow a minimum of 20 participants to be considered in the approval process.

When considering topics to propose for the next academic year's FPD program, please review the following requests faculty have made in the yearly evaluations:

- Workshop-structured presentations, where participants are able to have "hands-on" activities
- Latest technology information for instructors/education
- Health-related fields
- Environmental topics
- Literary and historical based presentations
- Teaching strategies to motivate students
- Production of a web page
- Program outcomes
- Production of a web page
- Cultural presentations

