



**ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE**

**April 22, 2009
2:00 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. March 25, 2009 (attachment)
- 5. ACTION ITEMS**
 - a. Faculty Academy Proposals (attachment)
 - b. College Colloquia Proposals (attachment)
 - c. Off-Campus Proposals (attachment)
 - d. Denied Proposals (attachment)
 - e. Budget Adjustment – LACMA Trip (\$200.00 additional funding request)
- 6. DISCUSSION**
 - a. Adjunct Faculty Academy Opportunities (Online Program – Open the book?)
 - b. 2009 – 2010 Program Hour Breakdown
 - c. Adjunct Office Hours
 - d. Description Review Sub-Group
 - e. AVSOMC Proposals – Request for reconsideration
 - f. Online Platform Evaluation
- 7. REPORTS**
 - a. Welcome Back Day Sub-Group (attachment)
 - b. Field Trip Sub-Group
- 8. OTHER**
 - Review/Approve submitted plans and contracts
- 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 MEETING
April 22, 2009**

1. CALL TO ORDER AND ROLL CALL

Kathryn Mitchell, Faculty Professional Development Chair, called the meeting to order at 2:12 p.m.

2. OPEN COMMENTS FROM THE CHAIR

None

3. OPEN COMMENTS FROM THE PUBLIC

None

4. APPROVAL OF MINUTES

a. March 25, 2009 FPD Minutes

A motion was made and seconded to approve the March 25, 2009 FPD minutes. Motion carried as corrected.

5. ACTION ITEMS

a. Faculty Academy Proposals (attachment)

A motion was made and seconded to approve the attached Faculty Academy proposals including ITS proposals. A brief review and discussion pursued regarding Faculty Academy proposals. Committee members were reminded that proposal descriptions would still undergo a review and revision process to ensure each description is written in a uniform voice. Motion carried.

b. College Colloquia Proposals (attachment)

A motion was made and seconded to approve the attached College Colloquia proposals. A brief review and discussion pursued regarding College Colloquia proposals. Motion carried.

c. Off-Campus Proposals (attachment)

Rich Coffman reported a meeting has been scheduled to meet with Insurance Representatives to further discuss off-campus proposals. This action item was postponed until sub-group members can report the outcome of the meeting between Terry Cleveland, Director of Risk Management and Environmental Health, and District Insurance Representative.

d. Denied Proposals (attachment)

A motion was made and seconded to approve the attached Denied Proposals. A brief review and discussion pursued regarding Denied Proposals. Committee members were in consensus to remove the Zora Neale Hurston event and approve this activity as a college colloquia event. Motion carried as amended.

e. Budget Amendment – LACMA Trip (\$200.00 additional funding request)

Kathryn reported Mr. Rich Sim submitted a funding request for an upcoming Colloquia event – Ceramics Through the Ages. Mr. Sim has coordinated a trip to the Los Angeles County Art Museum and would like the opportunity to participate in a Pompeii Art Exhibit. This special documentary exhibit would require increasing the approved ticket funding by \$7.00 per ticket. The potential increase would not exceed an additional \$200.00 in funding. Registration is currently low for the event, therefore there is a high likelihood that the original approved funding will meet the expense incurred to participate in this additional event. A

motion was made and seconded to approve additional funding of \$200.00, if needed, for participants to attend the Pompeii exhibit. Motion carried

6. DISCUSSION ITEMS

a. Adjunct Faculty Academy Opportunities (Online Program – Open the book?)

Kathryn reported having difficulty finding additional online Faculty Academy opportunities for adjunct faculty. As a committee needs to address adjunct faculty needs, committee members were urged to make a concerted effort to assist in the identifying additional Faculty Academy opportunities for adjunct faculty. The committee has been seeking to create a program where all faculty both full-time and adjunct maintain current teaching skills and must continue to strive to provide alternatives for adjunct faculty. Jeff stated it adjunct faculty are unfairly being penalized by having to adhere to restrictive Faculty Academy requirements and scheduling. Committee members were encouraged to remember adjunct faculty have to coordinate additional work requirements from other colleges or places of employment. In addition, many adjunct faculty work with industry professionals and acquire specific professional development knowledge which is more relevant to their discipline than many of the approved Standard #1 – Faculty Academy events. Kathryn stated the program was revised to meet specific criterion relevant to all faculty and meet state guidelines. Faculty Academy events incorporate components of District issues, and are specific to enhancing teaching skills which all faculty need to maintain annually. It was suggested to contact Rick Balogh, Ed Beyer, and Shirlene Thatch to acquire further input regarding offering alternative methods of presentation for adjunct faculty to participate in Faculty Academy events, such as podcasts.

b. 2009 – 2010 Program Hour Breakdown

The current hour breakdown for the 2009 – 2010 Professional Development program is as follows: Faculty Academy activities – approximately 322 hours; College Colloquia activities – approximately 200 hours; and Off-Campus activities – approximately 56 hours pending approval.

c. Adjunct Office Hours

Kathryn reported another request for Office Hours to be placed as a discussion item on the agenda as an eligible Professional Development activity. If the committee were to consider approving office hours as an eligible professional development activity the hours would only count after the three hour Faculty Academy requirement and paid office hours have been met. Committee members engaged in a brief discussion regarding the precipitation of the request. They inquired if adjunct faculty were still submitting plans and/or contracts with office hours identified as their professional development activity, and if adjunct faculty were complaining about the current policy. Approximately ten adjunct plans were submitted identifying office hours as their professional development activity, and maybe one or two issued a minor complaint about the change in policy, but when the process was thoroughly explained they simply selected an alternative event to meet their obligation. Rich inquired if the paperwork issue had been resolved as it appeared to be one of the main problematic issues. Jack stated allowing adjunct faculty to use office hours as an eligible professional development activity is useful and beneficial for adjuncts. The committee was in consensus if office hours is not an issue for adjunct faculty then the current policy should remain.

d. Description Review Sub-Group

Kathryn requested volunteers to form a sub group to begin reviewing proposal descriptions and work with faculty to create a descriptive and appealing description. Diane Flores-Kagan, Cindy Lehman, and Mark Hoffer volunteered as members of the Description Review Sub Group. Cindy inquired if they should also be looking for digital media to include in the 2009

– 2010 book. Any assistance in obtaining necessary media for the book would make the process easier to compile. Tom suggested contacting Digital Media Faculty to see if they have any students who could work on this project.

e. AVSOMC Proposals – Request for reconsideration

Dr. David Newby requested for the committee to reconsider denying AVSOMC proposals. He expressed his concern about denying AVSOMC proposals and his diligent efforts to ensure sign in sheets are submitted to the Senate Office for documentation. In reviewing the sign in sheets, the only event date missing a sign in sheets was in October 2008. He is aware of the importance of submitting documentation and has stated he will make duplicate copies of event sign in sheets for his personal records as well. Committee members were in consensus that if the remaining documentation is submitted with one week of the event dates for the remainder of the semester the submitted AVSOMC proposals will be reconsidered for approval. Discussion continued regarding if a limit should be placed on the number of AVSOMC events approved. Members were in consensus to approve only those events that have been specifically identified and are not listed as TBA. An action item will be placed on one of the final committee meetings to formally approve proposals.

f. Online Platform Evaluation

Kathryn reported she received an email from Ed Beyer requesting for the committee to consider approving online platform evaluations as an eligible professional development activity. The Distance Education Committee is currently performing an evaluation of online platforms to determine if the District should renew the Blackboard contract or if there is another platform that would better meet the needs of campus faculty. Online platform demonstrations have been scheduled for the campus to participate and discuss. As many faculty are looking to offer online courses this activity would be a great activity to offer professional development credit. Committee members were in consensus that the platform evaluation demonstrations would be eligible for standard #4 credit.

7. REPORTS

a. Welcome Back Day 2009 Sub Group (attachment)

Diane stated the sub group created a draft agenda for Welcome Back Day 2009 – 2010. A brief review of the agenda took place and a lengthy discussion. Ed Beyer requested an opportunity to provide a breakout session on Accreditation. At this point, the sub group would like consensus to begin contacting potential workshop presenters to see if they would be interested in facilitating a breakout session. Committee members were in consensus to begin the inviting process.

b. Field Trip Sub-Group

This item was postponed until the next Faculty Professional Development Committee meeting due to time constraints.

8. Other

- Additional broad categories that need to be included in the 2009 – 2010 Professional Development Program Book are: Accreditation, Program Review, Division Meeting (credit for Adjunct Faculty Only), Welcome Back Day, AP&P Curricunet training, Tenure Review, Outreach/Recruitment, HR trainings, and SLO Data Management.

9. ADJOURNMENT

A motion was made and seconded to adjourn the March 25, 2009 Faculty Professional Development (Flex) Committee meeting at 3:38 p.m. Motion carried.

MEMBERS PRESENT			ABSENT MEMBERS
Rona Brynin	Jack Halliday	Casey Scudmore	Carol Eastin
Glenn Buxton	Mark Hoffer	Judy Sullivan	Jennifer Gross
Richard Coffman	Cindy Lehman	Sherri Zhu	<i>Confidential Mngmt Union Vacancy Classified Union Representative Adjunct Faculty Representative ASO Representative</i>
Jeff Cooper	Kathryn Mitchell		
Diane Flores-Kagan	Dr. Tom O'Neil		