



**ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE**

**AGENDA
March 25, 2015
2:00 p.m. – 3:30 p.m.
L-201**

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 11, 2015 Faculty Professional Development Committee Meeting (attachment)
5. ACTION ITEMS
 - a. Bus Cost to Santa Monica Museum of Flying – Dr. Maria Clinton, Jack Halliday
6. DISCUSSION ITEMS
 - a. FPD Budget – Ed Knudson
 - b. Fall 2015 Presentation Budget – Paul Butler
 - c. FPD Cancellation Notifications/Procedures – Dr. Ed Beyer
 - d. Sabbatical Results/Accountability – Union Contract 3.16.9
7. OTHER BUSINESS
 - a. FPD Presentation Proposal Ranking Deadline – Monday, April 20, 2015; submit to Greg Krynen: gtkrynen@avc.edu
8. ADJOURNMENT

2014-2015 FACULTY PROFESSIONAL DEVELOPMENT MEETINGS	
September 24, 2014 – A-141	March 11, 2015 – L-201
October 8, 2014 – L-201	March 25, 2015 – L-201
October 22, 2014 – L-201	April 8, 2015 - Spring Break
November 12, 2014 – L-201	April 22, 2015 – A-141
November 19, 2014 – BE-242	May 13, 2015 – L-201
February 11, 2015 – L-201	May 27, 2015 (if needed) – L-201
February 25, 2015 – L-201	

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
March 25, 2015
2:00 p.m. – 3:30 p.m.
L-201

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 March 25, 2015 was called to order at 3:05 p.m. by Dr. Irit Gat, Chair.

2. OPENING COMMENTS FROM THE CHAIR

- Dr. Gat reminded members the proposal rankings are due by April 20, 2015. Mr. Greg Krynen will present final rankings at the April 22, 2015 meeting.
- Dr. Gat reported that on May 1, 2015, the Academic Senate approved the FPD Committee's request to contract with guest speaker Kevin Walsh.
- Dr. Gat reported adjunct faculty are unfamiliar with professional development requirements and the online system. Beginning with the Fall 2015, Dr. Gat or flex committee members will participate in Adjunct Orientation to explain the process. As questions come in, adjunct faculty will be directed to flex committee members for assistance.

3. OPEN COMMENTS FROM THE PUBLIC

- Mr. Mark Hoffer asked for clarification regarding emergency training for new adjunct faculty. Dr. Suderman confirmed new adjunct faculty are indeed required to complete the training. Dr. Gat noted adjuncts may complete their Standard #1 flex requirement by completing the training.
- Mr. Mark Hoffer reported over 50 attendees at the Star Trek flex event on March 20, 2015.

4. APPROVAL OF MINUTES

- a. March 11, 2015 Faculty Professional Development Committee Meeting (attachment)
A motion was made and seconded to approve the minutes of the March 11, 2015 FPD Committee meeting.
Motion carried with corrections; one (1) abstention.

5. ACTION ITEMS

- a. Bus Cost to Santa Monica Museum of Flying – Dr. Maria Clinton, Jack Halliday
A motion was made and seconded to approve the bus cost to Santa Museum. Dr. Gat will obtain the amount and report back.
Motion carried.

6. DISCUSSION ITEMS

- a. FPD Budget – Ed Knudson
President Ed Knudson addressed members to answer questions regarding the professional development budget, and where the money can and cannot be spent. He explained that we may not profit from our employment as public officials.

As an example, bus costs are allowed. Entry tickets are not, because there are no cost alternatives to the obligation here on campus. Entry fees would be considered profiting from being a public employee. Mr. Knudson explained that when attending a conference on college time and approved by the dean, certain costs may be reimbursed. When attending as a professional obligation as a presenter, costs can be reimbursed.

If the practice is to provide all materials for all flex presentations, then reimbursement would be permitted. Food/meals for an educational portion of a flex event is not allowed. A presenter may opt to offer a sample that attendees may take with them as a product of that professional development activity.

Mr. Knudson explained the budget will change because of professional development and the use of the calendar. As staff development is resurrected, the flex events will become accessible to everyone – all constituents groups will be included. Each spring the budget will be determined.

b. Fall 2015 Presentation Budget – Paul Butler

Dr. Gat reported that because feedback results of the last guest speaker were mixed, Mr. Paul Butler has committed to offer a free presentation. Members discussed various themes, with consensus for the topic *Team Excellence*.

c. FPD Cancellation Notifications/Procedures – Dr. Ed Beyer

- Dr. Beyer asked for formal process for cancellations for flex events.

Dr. Gat reported a request from Dr. Ed Beyer, Senate President to create a procedure for the cancellation or rescheduling of flex events. After discussion, members agreed the facilitator will contact the senate coordinator first to report the change/cancellation. The coordinator will notify faculty via email and update the online calendar. After hours, it is the facilitator's responsibility to notify faculty and put a sign on the door.

d. Sabbatical Results/Accountability – Union Contract 3.16.9

Dr. Gat led discussion regarding the Accountability Clause regarding sabbaticals. She read the clause, and noted all sabbatical recipients are obligated to present a written report within 60 days of return from leave, and also give an oral presentation. Dr. Gat will contact Dr. Maria Clinton to inform her of her obligation. Dr. Gat will notify the 2015-16 Sabbatical recipients to notify them of the obligation.

President Knudson stated the college is bound by the contract, and the senate and union must review the mandate and understand why the language is there. He stated it may not be possible to present an oral report to the board within 60 days, given the board's agenda and the timeframe.

Dr. Gat questioned what would happen in the event a recipient did not fulfill the reporting obligation. Mr. Knudson stated the board could ask that the salary be repaid. He noted a bond could be required.

President Knudson explained the recommendations for sabbaticals must be made with Senate endorsement. The endorsement strengthens the proposal as it is recognized by a representative group of all faculty. The proposal is not confidential with the exception of personal information attached to the proposal. During the review process the committee conversation may remain confidential. Dr. Gat noted in the future the committee might consider blind reviews.

7. OTHER BUSINESS

- a. FPD Presentation Proposal Ranking Deadline – Monday, April 20, 2015

Dr. Gat reminded members the FPD proposal ranking deadline is Monday, April 20, 2015. Ranking should be submitted to Greg Krynen: gkrynen@avc.edu.

8. ADJOURNMENT

The Faculty Professional Development Committee meeting of March 25, 2015, was adjourned at 3:07 p.m. by Dr. Irit Gat, Chair.

MEMBERS PRESENT		
Dr. Irit Gat	Yesenia Cota	Melanie Parker
Leslie Baker	Jack Halliday	Susan Snyder
Dr. Liette Bohler	Mark Hoffer	LaDonna Trimble
Rona Brynin	Ty Mettler	Dr. Darcy Wiewall
Dr. Magdalena Caproiu	Dr. Tom O'Neil	
MEMBERS ABSENT		
Greg Krynen	Jackie Lott	
GUESTS		
Ed Knudson		

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Approved: April 22, 2015 Faculty Professional Development Committee Meeting



This is a proposal, and if signed, a contract between Antelope Valley Community College and Global Community Enrichment, LLC.

Background

Kevin Walsh (Facilitator), of Global Community Enrichment, met with Irit Gat, Antelope Valley College (AVC) (Client), over the phone, to discuss the possibility of a professional development seminar to be conducted in Spring 2015. Kevin and Irit brainstormed some possible topics that would be most relevant to faculty at AVC. Through the conversation, Irit and Kevin identified the goals of the session would be that participants leave with:

- An introduction to the “Social Styles” model
- A common language for faculty to communicate more effectively
- An understanding of how “styles” react under stress

Draft agenda:

Antelope Valley College Spring, 2015
Welcome and Introductions
Introduction to Social Styles* <i>Participants will participate in an activity that will help them understand the model. It will also illuminate a style that will most resonate with each faculty member. The facilitator will engage the participants in a discussion to explore and understand the model.</i>

<p>Communication Strategies</p> <p><i>Like styles will be divided into respective groups to answer a series of questions. They will then report out to the rest of the group. This process will identify specific areas where issues may arise among the faculty. It will also showcase opportunities to leverage strengths across the departments.</i></p>
<p>Adjourn</p>

*(Merrill & Reid, 1981)

Timeframe

Session Time: 90 Minutes

Session Date: Friday May 1 at 1 pm

Session Location: AVC, HS #201 (Health Science building)

Cost

90 minute session/including pre-work	\$3,100
	<u>Academic Client discount (-\$1,000)</u>
	\$2,100
Total	\$2,100

ACCOUNTABILITY:

- The facilitator will work directly with Irit as needed, and will provide routine updates over the course of the contract.
- The client will be accountable for all communication with the program participants in preparation for any specific work session(s), including the training day.
- If necessary, the client will make all arrangements for the training session (food, lunch, location, etc.) unless otherwise determined between client and the facilitator.

- The client will make information available and accessible to the consultant in order to successfully complete the work in a timely manner.
- The facilitator will deliver all work session(s) and final products on time and on budget unless otherwise agreed upon by client and facilitator, with the highest degree of quality and service to the client.
- Both facilitator and client will conduct themselves and their work in an ethical manner with high integrity and respect for the individuals involved in this process.

Ed Knudson

President/Superintendent

Antelope Valley College

Kevin Walsh

CEO

Global Community Enrichment

About the Facilitator

Kevin Walsh, PsyD

(310) 384-6244 Mobile

Kevin Walsh, PsyD, is a University Professor, the CEO of Global Community Enrichment and a Ken Blanchard Companies Consulting Associate. His consulting practice specialties include a wide range of training and development solutions. His expertise includes leadership development, executive coaching, nonprofit board development, organizational effectiveness facilitation, learning design, and teambuilding.

Dr. Walsh's clients include The Walt Disney Company (various business units around the world), Southern California Edison, Los Angeles County Department of Health Services, City of Hope and Huntington Hospital Medical Center. He has trained executives and managers at organizations nationwide including: YMCA, Cartoon Network, American Express, JP Morgan Chase, UCLA Geffen School of Medicine, Roll Global and College of the Canyons.

His professional experience includes securing over \$1.2 million dollars in grants and matching funding as Interim Director, Employee Training institute at College of the Canyons. He led a team of over 200 people to host 14 Queens and President's Wives from African Nations as SVP, on The Executive Committee of the 1st Ladies of Africa Heath Summit in Los Angeles.

Kevin has his Doctorate of Psychology in Organizational Management and Consulting from Phillips Graduate Institute (PGI). He has a Bachelor's of Science in Speech Communication from Syracuse University. Kevin is a certified Connective Leadership and Achieve Global Trainer, and has taught seven, eight-month Leadership Academies for the LAX Coastal Chamber of Commerce and Loyola Marymount University (LMU). Dr. Walsh is a professor in the Doctorate of Organizational Management and Consulting Program at PGI and teaches Nonprofit Leadership Development at LMU Extension. Kevin is also an Instructor in The Economic Development's Employee Training Institute at College of the Canyons.