



**ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE**

**March 11, 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. February 25, 2009 (attachment)
- 5. ACTION ITEMS**

None
- 6. DISCUSSION**
 - a. FPD Question & Answer
 - b. FPD 2009 – 2010 Guidelines Revisions (attachment)
 - Change Presenter preparation hours?
 - c. 2009 – 2010 Proposal Review Process
- 7. REPORTS**
 - a. Welcome Back Day 2009 (attachment)
- 8. OTHER**
 - Review and approve submitted plans/contracts
- 9. ADJOURNMENT**

NON-DISCRIMINATION POLICY

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**ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT
COMMITTEE MEETING
March 11, 2009**

1. CALL TO ORDER AND ROLL CALL

Kathryn Mitchell, Faculty Professional Development Chair, called the meeting to order at 2:07 p.m.

2. OPEN COMMENTS FROM THE CHAIR

- An email addressing ITS issues was sent to Patricia Márquez, Academic Senate President, and Senate Executive Officers. In addition, the email requested for the identified issues be taken to the Mutual Agreement Council for discussion and possible resolution.
- The 2009 – 2010 Faculty Professional Development Proposal deadline was extended due to email outage.

3. OPEN COMMENTS FROM THE PUBLIC

None

4. APPROVAL OF MINUTES

a. February 25, 2009 FPD Meeting

A motion was made and seconded to approve the Faculty Professional Development minutes for February 25, 2009. Motion carried with one abstention.

5. ACTION ITEMS

None

6. DISCUSSION ITEMS

a. FPD Questions & Answer

A draft of questions was presented to the committee to review and provide input. Kathryn requested members forward additional questions to be included in a FPD Question & Answer web page. A committee member suggested creating separate Question & Answer page for Full-Time and Adjunct Faculty. Additional input or feedback was requested to be forwarded to Kathryn prior to the next meeting.

b. FPD 2009 – 2010 Guideline Revisions (attachment)

A brief review of the 2009 – 2010 FPD Guideline revisions was presented and general discussion was opened to committee members.

- Carol Eastin requested that the committee consider broadening Standard 1 – Faculty Academy definition and move towards language that would allow events which are discipline specific to count towards Faculty Academy credit.
- The issue of how to address Full-Time Non-Instructional Overload obligation was presented and it was determined the procedure should remain consistent with what is currently required of any non-instructional adjunct faculty.
- Heidi Preschler stated non-instruction adjunct faculty should not be performing Professional Development for payment if they are close to 67% of a full-time faculty load. Working beyond this percentage could cause the district to employ the faculty member as a full-time employee.
- The committee engaged in discussion regarding insurance liability of off campus field trip (i.e. traveling abroad, camping, etc.) and determined a Field Trip Sub-group was needed to obtain more information prior to approving any future Field Trip proposals.

The following committee members volunteered to serve as members of the Field Trip Sub-group: Richard Coffman, Jennifer Gross, and Judy Sullivan.

- o Cindy Lehman proposed changing presenter hours to accurately reflect the work involved in coordinating/presenting PD activities. Kathryn stated she would research how other community colleges handle coordinating/presenting hours.

c. 2009 – 2010 Proposal Review Process

In efforts to streamline the proposal process all submitted proposals will be sent via email to committee members to review and rank. A ranking sheet will also be attached for committee members to complete. Committee members can review the proposals at their leisure and forward ranking information to Gloria to compile data.

7. REPORTS

a. Welcome Back Day 2009 (attachment) – Diane Flores-Kagan, Rona Brynin, Sherry Zhu, and Mark Hoffer

Ms. Diane-Flores Kagan provided a brief report of the Welcome Back Day 2009 Sub-group meeting. Committee members discussed possible themes, coordinating the day in a conference type style, include a motivational guest speaker, and offer break out sessions on issues faculty deal with every semester (i.e. course syllabi, Student Services programs, etc.). A general discussion occurred regarding the day. Sub-group members were set to schedule another meeting to further discuss the possibilities and will report the outcome at the next meeting.

8. Other

- Review and approve submitted plans/contracts.
 - o Committee members were asked to be careful when signing PD plans and contracts, and ensure hour requirements are met.

9. ADJOURNMENT

A motion was made and seconded to adjourn the March 11, 2009 Faculty Professional Development (Flex) Committee meeting at 4:30 p.m. Motion carried.

MEMBERS PRESENT			ABSENT MEMBERS
Rona Brynin	Jennifer Gross	Dr. Tom O’Neil	Sharon Lowry
Richard Coffman	Jack Halliday	Heidi Preschler (proxy)	Casey Scudmore
Jeff Cooper	Mark Hoffer	Judy Sullivan	John Cabral
Carol Eastin	Cindy Lehman	Sherri Zhu	
Diane Flores-Kagan	Kathryn Mitchell		