



ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE
May 25, 2011
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. May 11, 2011 (attachment)
- 5. ACTION ITEMS**
 - a. Welcome Back Day Agenda (attachment)
 - b. 2011 – 2012 Faculty Professional Development Guideline Revisions (attachment)
 - c. Online/Webinar Worksheet (attachment)
- 6. DISCUSSION ITEMS**
 - a. Event Evaluation Results (attachment)
 - b. Online Opportunities for Full-Time and Adjunct Faculty
 - c. Online Faculty FPD Orientation
 - d. Faculty Request to Revisit Proposal: Living for 32 (attachment)
- 7. OTHER**
 - Review /Approve Plans/Contracts
- 8. 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
May 25, 2011
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

Ms. Kathryn Mitchell, Faculty Professional Development Chair, called the meeting to order at 2:05 p.m.

2. OPENING COMMENTS FROM THE CHAIR

None

3. OPEN COMMENTS FROM THE PUBLIC

None

4. APPROVAL OF MINUTES

a. May 11, 2011 (attachment)

A motion was made and seconded to approve the May 11, 2011 FPD meeting minutes. Motion carried with one abstention.

5. ACTION ITEMS

a. Welcome Back Day Agenda (attachment)

A motion was made and seconded to approve the tentative Fall 2011 Welcome Back Day Agenda. Ms. Mitchell reported she received a response from the Accreditation Coordinator, Mr. Santi Tafarella, who declined the invitation to host a ninety minute session. In place of the Accreditation session a Basic Skills session will be added as a potential alternate. Ms. Mitchell indicated she will contact Ms. Agnes Jose-Eguares to see if she would be willing to coordinate a ninety minute session. Other than this one session all other sessions have been solidified and confirmed. Committee members were in consensus with the tentative agenda and were aware the final coordination of the event will occur over the summer months. Motion carried.

b. 2011- 2012 Faculty Professional Development Guideline Revisions (attachment)

A motion was made and seconded to approve the 2011 – 2012 Faculty Professional Development Guideline Revisions to establish clarity and consistency within program guidelines. Committee members reviewed individual revisions and were in consensus to approve language changes and deletions when necessary. See Adobe Acrobat attachment of the drafted 2011 – 2012 Professional Development Guidelines for specific additions/deletions with rationale. Ms. Jennifer Gross inquired why Full-Time Tenured Faculty evaluation chairs/team members are not allowed to obtain flex credit for the work performed. She indicated this is an unfair practice as all other evaluators are allowed to claim Faculty Professional Development Credit but not Full-Time Tenured Evaluators. The guidelines should be consistent in terms of awarding credit regardless if a faculty member is evaluating a Probationary Faculty or Tenured Faculty as the inconsistency give the impression that Full-Time Faculty evaluations are perfunctory and unimportant. Ms. Gross stated she reviewed the Tenure Evaluation Procedures and did not see any language excluding the availability for faculty to obtain professional development credit for work performed. The committee should not separate out one set of evaluations to another. Committee members were in consensus that both evaluation processes should be awarded consistent credit since there was no contractual language that would exclude a faculty from being awarded credit. Additional language would be included to the guidelines to reflect consistent credit for faculty serving on probationary and tenured evaluation teams. Upon completion of reviewing the guideline revisions committee members were informed if there were any last minute guideline changes needed during the summer months they will be reported at the beginning of the fall 2011 meeting. Motion carried as amended.

c. Online/Webinar Worksheet (attachment)

A motion was made and seconded to approve the revised Online/Webinar Worksheet. Ms. Mitchell indicated she wanted to create one form that would incorporate ITS CCCConfer event participation verification as well as archived online activities. Ms. Lehman expressed concern about the form and allowing faculty to obtain credit for completing archived online or webinar activities. She stated archived online opportunities were added to the program primarily because there weren't very many Standard #1 event opportunities within the program and assist adjunct faculty in completing their Standard #1 obligations per semester. At this point, the program is predominantly Standard #1 driven and the committee has approved alternate means for adjunct faculty to obtain Standard #1 credit (i.e. division/discipline meetings, COR/SLO work, fall and spring Welcome Back Days, etc.). At this point it seems reasonable to eliminate any archived online/webinar opportunities as there are so many alternate means to meet Standard #1 obligations. Committee members engaged in a brief discussion regarding the necessity of archived online/webinar activities and were in consensus that since there is such a large number of Standard #1 opportunities programmed which now includes two full days of credit with the fall and spring Welcome Back Days that are being coordinated prior to the beginning of each semester. The agenda will be amended to include this decision as an action item (see below).

Dr. Lehman stated the online/webinar worksheet form requests faculty to include three aspects of content that directly impact teaching strategies or job performance, which may be problematic when approving contracts to determine credit. The committee needs to determine their response to submitted worksheets with two aspects rather than three. Committee members engaged in discussion regarding requiring three aspects of a presentation that directly relate to teaching strategies or job performance. They concluded it should not be a difficult task for faculty to include a minimum of three aspects of a presentation which could possibly impact their teaching strategies or job performance, and determined the requirement is a reasonable request. Upon further discussion and review of the form committee members requested additional language be included on the form indicating the burden of proof is on the individual faculty to verify attendance and active participation. Motion carried as amended.

A motion was made and seconded to amend the May 25, 2011 Faculty Professional Development Committee Meeting Agenda to include an action item on eliminating archived online opportunities from the 2011 – 2012 Faculty Professional Development Program. Motion carried.

d. Elimination of Archived Online Opportunities from the 2011 – 2012 FPD Program

A motion was made and seconded to approve the elimination of Archived Online Event Opportunities from the 2011 – 2012 FPD Program. Committee members were in consensus that the FPD Program has evolved over the years and incorporates several opportunities to acquire Standard #1 credit which was the primary reason for allowing archived www.learner.org events. At this point there are so many alternate means to fulfill this requirement which makes this element of the program irrelevant in its original purpose and doesn't fit the established guidelines for Standard #1 activities. Motion carried.

6. DISCUSSION ITEMS

a. Event Evaluation Results (attachment)

Committee members were requested to review the event evaluation results and provide any feedback on the information presented. Ms. Rona Brynin compiled her data by summarizing overall results. Dr. Richard Coffman and Ms. Jennifer Gross tallied individual questions on the evaluation form and included all comments. Ms. Mitchell informed committee members they should pay close attention to positive comments regarding events to ensure we include additional topics in future programs. The Chancellor's Office requires that programs are driven by the evaluation feedback. Committee members were concerned on the timeline of using evaluation information in the upcoming program year when the program is established prior to the compilation of all the evaluation submissions. The current program establishes itself because faculty submit event proposals for consideration and approval on various topics. Ms. Mitchell indicated the committee may want to look at evaluation results on a semester by semester basis to include suggestions in each program year rather than having to wait an entire academic year to use data. The committee can take the evaluation results from the fall semester and strive to incorporate evaluation results to establish a list of possible presenters/topics to include in upcoming programs. The spring evaluation results can be reviewed in the following fall to include in the following program. This would allow the committee sufficient time to solicit faculty with positive

presentation results and potentially offer suggested presentation topics. In addition, the committee needs to be proactive in coordinating guest speakers or faculty on relevant issues impacting the campus community. Committee members will begin looking at event evaluations on a semester basis to begin using data results to incorporate in upcoming program years. The spring semester results will be tallied and included for review at a future FPD meeting.

b. Online Opportunities for Full-Time and Adjunct Faculty (attachment)

Ms. Mitchell reported that Ms. Sharon Lowry, Vice President of Academic Affairs, has expressed concern about the committee instituting two separate guidelines for full-time and adjunct faculty for online professional development event opportunities. Ms. Lowry has stated that faculty should be treated equally and be provided the same opportunities. If adjunct faculty are allowed to use archived webinar or events for credit then the same opportunity should be offered to Full-Time faculty as well. Committee members engaged in discussion regarding archived opportunities for adjunct faculty. Ms. Gross stated she didn't believe there is a need to continue awarding credit for archived online events. Dr. Lehman indicated she reviewed the www.learner.org website and really has a problem with this activity qualifying as for Standard #1 credit. There is no way to vet adjunct faculty are completing different online events with the supplemental forms and the activity doesn't meet the established guidelines requirements for Standard #1 activities. Ms. Gross indicated the 2011 – 2012 Faculty Professional Development (FPD) Program includes a majority of Standard #1 events many of them have an online feature with Mr. Greg Krynen. Furthermore, it appears the necessity to offer an online component through www.learner.org has been eliminated since the FPD Program is being predominantly driven with Standard #1 activities. The committee is awarding adjunct faculty Standard #1 credit for committee involvement, SLO/PLO, COR, Program improvement, Discipline/Division meetings which are areas of greater benefit to the campus community and meets the established Standard #1 guidelines. Committee members were in consensus to eliminate the eligibility of archived online activities from the program. Ms. Mitchell indicated the committee already expressed consensus in Agenda Item 5c and the agenda will be amended accordingly.

c. Online Faculty FPD Orientation

Ms. Mitchell stated this topic was briefly discussed at the May 11, 2011 FPD meeting and wanted to determine if the committee would like to further explore. The committee could work to create an FPD Program Online Orientation for new Adjunct and Full-Time Faculty to assist in alleviating some of the misconceptions of the program and provide clear program expectations. There isn't an urgent need to create an FPD Online Orientation immediately as the District is not currently hiring but has always been an area of concern that needs to be addressed. There is a great need to reach adjunct faculty. Committee members were in agreement that there is a great need to reach adjuncts and instituting a FPD Program Online Orientation would be a great avenue to reach newly hired faculty. It was suggested to start on a podcast strictly for adjunct faculty as a test before creating a Full-Time FPD Program Online Orientation. Since adjunct faculty has a larger constituency of members it would be more beneficial to target this group, acquire feedback, and revise the podcast as needed. Ms. Mitchell requested for members to brainstorm information pertinent to an online orientation for adjunct faculty for further discussion during the fall 2011 semester.

d. Faculty Request to Revisit Proposal: Living for 32 (attachment)

Ms. Mitchell reported Dr. Robert Harris has submitted a request for the committee to reconsider the submitted proposal "Living for 32." His rationale is the Virginia Tech shooting incident has made campus safety and response a significant issue for all college campuses to address. In addition, this becomes a faculty issue since they are charged with classroom instruction but do not have the tools or understanding of how to respond to safety issues. Committee members engaged in a brief discussion regarding the role of faculty and campus safety. Ms. Mitchell stated there is a Campus Safety Task Force being initiated whose charge is to address campus safety issues. This may be a topic which should be redirected to the Campus Safety Task Force. The committee was in consensus that since the proposal directly relates to the charge of the Campus Safety Task Force, the coordinator/presenter should be redirected to work with the task force which includes the Director of Risk Management and Environmental Health. Ms. Mitchell indicated she would contact Dr. Harris to indicate the committee was in consensus to maintain the original decision and suggest he contact the Campus Safety Task Force to work with them with a possible presentation opportunity.

7. **OTHER**

- Review / Approve Plans and/or Contracts

8. **ADJOURNMENT**

A motion was made and seconded to adjourn the May 25, 2011 Faculty Professional Development (Flex) Committee meeting at 3:30 p.m. Motion carried.

MEMBERS PRESENT		ABSENT MEMBERS	
Rae Agahari	Cindy Lehman	Rona Brynin	Scott Tuss
Magdalena Caproiu	Ty Mettler	Rosa Fuller	Sharon Lowry
Richard Coffman	Kathryn Mitchell	Jack Halliday	Dr. Tom O'Neil
Jennifer Gross	Linda Noteboom	Tatiana Konovalav	<i>Vacant Confidential Mngmt. Union Rep.</i>
Mark Hoffer	Casey Scudmore	Erin Stein	<i>Vacant Faculty Union Rep.</i>



ANTELOPE VALLEY COLLEGE

Welcome Back 2011-2012

Agenda

Friday, August 19, 2011
AVC Theatre OR Cafeteria???

General Session 8:00 – 9:30 a.m.
Faculty Workshops 9:45 a.m. – 3:45 p.m.
Division Meetings 4:00 – 5:00 p.m.

8:00 a.m. – 8:15 a.m. Get Acquainted – Sign In / Meet and Greet

GENERAL SESSION

8:15 a.m. – 9:30 a.m.	Changing Times: How to Meet the Challenges Ahead – What to Expect in 2011 – 2012	Dr. Jackie Fisher, Sr. Superintendent/President
	Greetings from the Governing Board	Earl Wilson Board of Trustees President
	Institutional Advancement and Foundation	Dr. Susan Low AVC Foundation President
	Welcome Back: AVCFT	Dr. Susan Low AVCFT President
	Welcome Back: AVCFCE	Earl Wilson AVCFCE President
	Welcome Back: Academic Senate	Christos Valiotis Academic Senate President
	Accreditation Update Distance Education	Santi Tafarella Rick Balogh Distance Education Committee Faculty Co-Chair
	Budget Update for 2009-2010: A Challenging Time	Deborah Wallace Vice President Business Services
	Watch Your Step – Construction Projects Underway!	Doug Jensen Director of Facilities Planning and Campus Development

BREAK

FACULTY WORKSHOPS

Session I

9:45 a.m. – 11:15 a.m.	TBA	A. Campus Governance and Leadership	Christos Valiotis, Academic Senate President, and Faculty Leaders
	TBA	B. Faculty Union: Understanding Your STRS Compenstaion Benefits and Know Your Rights	Faculty Union Leadership
	TBA	C. AP&P: CurricuNET Process Requirements / SB 1440: Transfer Degree Update	Maria Clinton, AP&P Faculty Co-Chair
	TBA	D. Campus Technology	Rick Balogh and IT Director

LUNCH BREAK – 11:15 a.m. – 12:15 p.m.

Presentation: ASO Inspirational Faculty of the Year Award (Cafeteria)

Session II

12:30 p.m. – 2:00 p.m.	TBA	A. Vision – Brain Processing	Leslie Peters – Guest Speaker
	TBA	B. Understanding Financial Aid	Sherri Padilla
	TBA	C. Campus Governance and Leadership	Christos Valiotis, Academic Senate President, and Faculty Leaders
	TBA	D. Accreditation	Santi Tafarella, Accreditation Coordinator

BREAK

Session III

2:15 p.m. – 3:45 p.m.	TBA	A. SLO / PLO Discipline Division Workshop	Melanie Parker, SLO Committee Co-Chair, and SLO Committee
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BREAK

4:00 p.m. – 5:00 p.m.		Division Meetings	
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FACULTY PROFESSIONAL DEVELOPMENT PROGRAM GUIDELINES FOR FULL-TIME FACULTY

With approval from the Chancellor's Office and the AVC Board of Trustees, Antelope Valley College shortens the instructional calendar by 10 days (5 days each semester) so that faculty may engage in an institutionally-sponsored professional development program. While the state's guidelines allow for each campus to create its own calendar and program, two provisions must be followed: 1) flexible time and activities are "in-lieu" of classroom time; and 2) professional development obligations must be met within a single academic year (i.e., no carry-overs from one academic year to another).

The contract requirement for full-time faculty is 60 hours. Failure to meet this contractual obligation may result in the docking of pay for missing hours. Part of this obligation is to submit all required documentation by the posted due dates. Failure to do so constitutes a violation of the Certificated Contract (Section 8.0), and may result in disciplinary action by the district.

The Faculty Professional Development Committee has established four standards (program outcomes) that must be met in the following order:

Standard #1: Faculty Academy

Improve student learning and retention through the enhancement of instructional strategies, techniques, and support services that encourage developing methods of teaching and assessment with new educational technologies, and support the Antelope Valley College mission and institutional learning outcomes.

Tenured Full-time Faculty may complete all of their hours in this area, or move to Standard #2 after 10 hours have been met.

Non-tenured Full-time Faculty may complete all of their hours in this area, or move to Standard #2 after 15 hours have been met.

All participants of the Online CCC Confer opportunity must attach a completed Online Supplemental Worksheet with submitted Professional Development Contract. Only Live NISOD Webinars are eligible for St. #1 credit. Archived NISOD Webinars are not eligible for St. #1 credit.

Guidelines for Standard #1

Standard #1 may only be satisfied through learner-centered participation in Faculty Academy training events or approved CCC Confer ITS events when available. Faculty must sign-in at the beginning of the event and sign-out upon leaving the event in order to receive professional development credit. Faculty Academy presenters may only claim preparation hours in Standard #2. Only the presenter's actual contact hours may be claimed in Standard #1. Faculty wishing to utilize Faculty Academy training events for advancement on the salary schedule may not use the same hours toward fulfillment of their professional development obligation.

Standard #2: College Colloquia

Promote faculty interaction, collegiality, and professional growth through the intellectual exchange of ideas across various disciplines and enhance lifelong learning skills by examining culturally diverse perspectives in the arts, sciences, and humanities.

Tenured Full-time Faculty may complete the rest of their hours in this area, or move to Standard #3 after 15 hours have been met.

Non-tenured Full-time Faculty may complete the rest of their hours in this area, or move to Standard #3 and/or Standard #4.

Guidelines for Standard #2

Standard #2 may be satisfied through participation in college colloquia and field trips and any other events listed in the Faculty Professional Development Program Calendar. Faculty Academy and college colloquia presenters and coordinators may also claim preparation hours within this standard in accordance with the guidelines set forth in this book. Faculty must sign-in at the beginning of the event and sign-out upon leaving the event in order to receive professional development credit.

Standard #3: Committees and Conferences

Enhance the internal governance and operations of Antelope Valley College and externally promote its reputation as an institution of higher learning by representing the college at professional conferences and publishing scholarly work in academic and trade publications.

Tenured Full-time Faculty may complete the rest of their hours in this area, or move to Standard #4.

Non-tenured Full-time Faculty may complete the rest of their hours in this area, or move to Standard #4.

Guidelines for Standard #3

Standard #3 may be satisfied through participation in bi-weekly campus committees, program review, the tenure and evaluation process, attendance at professional conferences, and the publication of scholarly work in academic and trade journals. All conference attendance or scholarly work must be verified with documentation when submitting final contract (i.e. conference registration, conference agenda, scholarly work publication notification, etc.) **Please note that faculty must serve on one biweekly campus committee as part of their regularly assigned duties before they may earn professional development credit for any additional campus committee work.** The only exception is participation in the Academic Policies and Procedures Committee where members may claim 20 hours for this committee alone. In addition, SLO WEAVE Database Managers will be awarded credit based on section and course numbers per discipline, with information to be confirmed by SLO Committee. Faculty members earning reassigned time for committee work may not claim those hours toward fulfillment of their professional development obligation. **Faculty claiming compensation for conducting evaluations may not use the same hours toward fulfillment of their professional development obligation.**

Faculty who serve on 2 or more biweekly campus committees may claim up to 20 hours for each committee **beyond** the initial committee. **(Remember, the initial committee is required to fulfill contractual obligation; only additional campus committee work may be claimed for professional development.)** Additional campus committees with less frequent meetings are eligible for up to 10 hours of professional development credit.

The following activities are also eligible in this Standard:

Accreditation Standard Faculty Co-Chair	20 hours
Accreditation Team Member	10 hours
Program Review Peer Team Member	10 hours
Program Review Self Study Team Member	20 hours
Program Review Annual Report Work	5 hours

The following activities are also eligible in this standard **in lieu of being paid:**

Tenure Chair of Probationary Faculty (1 st – 3 rd year)	20 hours per committee
Tenure Chair of Probationary Faculty (4 th year – fall semester)	10 hours per committee
Tenure Team Member (1 st – 3 rd year)	10 hours per committee
Tenure Team Member (4 th year – fall semester)	5 hours per committee
Adjunct Evaluator	10 hours per evaluation

Article VIII, Section 3.0 Evaluation Option for Regular (Tenured) Faculty: “Evaluations may occur during either fall or spring semester and shall be completed during a single semester,” therefore **Full-time faculty doing evaluations for tenured faculty DO NOT receive any professional development credit.**

Standard #4: Professional Projects and Activities

Develop new skills and knowledge that directly relate to one's assigned duties at the college through advanced training and coursework (not used for salary advancement) and participation in professional activities and projects.

Tenured Faculty may complete 20 hours in this area or use additional hours accumulated in any of the above standards to complete the requirement in this area.

Non-tenured Full-time Faculty may complete 15 hours in this area or use additional hours accumulated in any of the above standards to complete the requirement in this area.

Guidelines for Standard #4

Standard #4 may be satisfied through participation in professional projects and activities throughout the year (July 1, 2011 – May 30, 2012). Credit for this standard may be granted for any activity or project which either promotes an individual's professional growth or addresses institutional needs but is clearly outside of normally assigned duties, responsibilities, and working hours.

ACCOUNTABILITY REQUIREMENTS FOR FULL-TIME FACULTY

Proposed Professional Development Plans

In accordance with the Antelope Valley College Faculty Professional Development Program Guidelines, full-time faculty members must submit a proposal of planned professional growth activities addressing Standards 1# - #4. Plans should be submitted to the Faculty Professional Development Committee for approval **no later than September 19, 2011.**

End-Of-Year Professional Development Contracts

Once professional development obligations have been fulfilled, faculty must sign and return an end-of-the-year Faculty Professional Development Contract with conference and/or scholarly work verification and/or Online CCC Confer Supplemental Form, and/or Salary Advancement Notification Form. In addition, if a Professional Development activity was missed due to illness and the hours cannot be made up with an alternate activity, a signed Sick/Leave Request Form must be attached to the end-of-year Faculty Professional Development Contract to obtain credit. All faculty contracts include a Faculty Professional Development Program evaluation which should be completed to meet Chancellor's Office requirements. Faculty members are accountable to both the district and the Chancellor's Office for their time. Complete and accurate records are crucial in the event of an audit from the Chancellor's Office. If any district is found to be out of compliance--i.e. even one faculty member who has failed to meet his or her professional development obligations, this could be cause for the Chancellor's Office to "terminate approval of any Flexible Calendar Option," or "withhold appropriate state aid" (CAC 55732). Please submit end-of-year Faculty Professional Development Contracts **no later than May 14, 2012.**

Failure to Fulfill Professional Development Obligations

If you fail to fulfill your professional development obligations, you will be subject to the same policies and procedures that apply to all working obligations under the present contract, which could include docking or withholding pay, notification to division dean, and notification to Tenure Review Coordinator (if applicable). If you miss a professional development presentation due to illness and cannot make it up, be sure to claim this as a sick day on your time card.

Overload Hours (Classroom and Non-Classroom Full-time Faculty: see Article X of the AVCFT Collective Bargaining Agreement)

For designated classroom faculty teaching an overload assignment, the number of hours worked per week during a normal instructional week per semester equals the number of professional development hours required for that semester (i.e., three overload hours per week per semester equals three development hours per semester). For designated non-classroom faculty working overload hours are required to perform a minimum of three additional professional development hours per semester. Additional hours beyond the required 3 hours are optional (compensated development

hours may not exceed the average number of overload hours worked per week or a total of 21 hours per semester, whichever is less). If you are not sure about the number of hours required, please contact the Academic Senate Office.

Non-Professional Development Activities

The following activities **cannot** be counted for professional development credit:

1. Activities or projects that are considered an on-going part of your normal teaching or workload responsibilities, including office hours.
2. Activities clearly related to classroom duties (i.e., preparing course syllabi, grading, etc.).
3. Regularly scheduled division meetings.
4. Activities for which you receive compensation.
5. Attendance at conferences or presentations during normal teaching or assigned working hours.
6. Travel time to and from conferences or meetings.
7. Activities that contribute to advancement on the salary schedule.
8. Ongoing SLO/PLO Assessment.
9. Non-paid Substitute Teaching.
10. Full-time faculty doing evaluations for tenured faculty.

Sabbatical Leave

If a faculty member is on sabbatical leave for one semester, he/she is responsible for only 30 hours of professional development and still needs to submit a plan and completion form. This pro-rated obligation may be fulfilled at any time during the academic year. Of the 30 hours, 5 hours must be completed in standard #1, 7.5 hours in Standard 2, and the remaining 17.5 hours can be completed in any standard thereafter.

FACULTY PROFESSIONAL DEVELOPMENT PROGRAM GUIDELINES FOR ADJUNCT FACULTY

With approval from the Chancellor's Office and the AVC Board of Trustees, Antelope Valley College shortens the instructional calendar by 10 days (5 days each semester) so that faculty may engage in an institutionally-sponsored professional development program. While the state's guidelines allow for each campus to create its own calendar and program, two provisions must be followed: 1) flexible time and activities are "in-lieu" of classroom time; and 2) professional development obligations must be met within a single academic year (i.e., no carry-overs from one academic year to another).

Although many adjunct faculty have professional obligations to schools and businesses other than AVC, they too deserve the benefit of being involved in programs that promote professional growth related to their disciplines or the needs of the campus. Adjunct faculty must adhere to the following professional development guidelines in order to fulfill their contractual obligations to the district.

Professional Development Requirement

According to the certificated contract 8.5.1, classes that are not weekly census classes do not include a professional development obligation as the baseline number of instructional hours is not reduced through scheduling. Classes typically exempt from flex obligations are summer session and intersession classes and all classes held during fall/spring semester that do not meet for the full term and are not condensed courses. Those adjunct faculty teaching only short-term courses or community-service courses do not need to participate in the professional development program but are welcome to attend any of the presentations listed in this book. Contact the Senate Office at x6306 if there is any uncertainty of professional development obligation.

Adjunct faculty must complete a minimum of three (3) hours in Standard #1 – Faculty Academy per semester. This requirement may be completed through any of the identified Standard #1 – Faculty Academy training events listed in the book. Adjuncts may also obtain Standard #1 – Faculty Academy credit for attending Division Meetings, faculty orientation, serving on campus committees, or writing CORs or SLOs. Adjunct faculty may also gain credit by viewing College/Adult programs on www.learner.org or participate in the monthly webinars presented on www.nisod.org in addition to program events specified as Standard #1. All participants of the online opportunity must attach a completed Online/Video Supplemental Worksheet with submitted Professional Development Contract.

Professional Development Hours for **Classroom Adjunct Faculty**

For instructional adjunct faculty, the professional development obligation per semester is equal to Lecture Hour Equivalents (LHEs). This information can be found on provided load sheets. **Adjunct Faculty must complete their first three (3) hours in Standard #1. All remaining hours may be satisfied in Standards #2 - #4 as outlined in the Guidelines for Full-time Faculty.**

Professional Development Hours for **Non-Classroom Adjunct Faculty**

Non-classroom adjunct faculty are required to perform a minimum of three (3) professional development hours per semester from Standard #1 – Faculty Academy training events. Additional hours are optional (compensated development hours may not exceed the average number of hours worked per week or a total of 21 hours per semester, whichever is less). **Non-Classroom** Adjunct Faculty completing their full obligation for the semester must submit compensation requests on the final time card of the semester.

Failure to Complete Professional Development Obligations

Failure to meet this contractual obligation may result in the docking of pay for incomplete hours. Part of this obligation is to submit all required documentation by the posted due dates. Failure to do so constitutes a violation of the Certificated Contract (Section 8.0), and may result in disciplinary action by the district.

ACCOUNTABILITY REQUIREMENTS FOR ADJUNCT FACULTY

Professional Development Record Keeping

Since adjunct faculty are on semester employment contracts, they must fill out both a Professional Development Plan and an End-of-Semester Contract for **both** the fall and spring semesters. Plans and contracts must include a detailed description of professional development activities for each semester. If an adjunct faculty member who teaches in the fall exceeds his/her number of required professional development hours for that semester, the additional hours may be applied to the spring semester. Faculty should indicate this "carry-over" on the spring contract. Excessive hours accumulated in spring cannot be retroactively applied to fall or carried over to the following academic year.

Faculty Professional Development Adjunct Plan and Contract Deadline Dates

Professional Development Plans must be submitted **no later than Monday, September 19, 2011 for the fall semester and Monday, March 5, 2012 for the spring semester** (the fifth Monday of instruction).

Professional Development Contracts must be submitted **no later than Monday, November 21, 2011 for the fall semester, and Monday, May 14, 2012 for the spring semester** (the fourteenth Monday of instruction). All program information and forms can be found on the college website: www.avc.edu/administration/organizations/fpd.html or contact the Academic Senate Office at x6306 for more information.

Professional Development activities for the fall semester must be completed by Saturday, December 10, 2011. Any activity performed after this date will be counted towards spring obligations.

Faculty members are accountable to both the district and the Chancellor's Office for their time. Complete and accurate records are crucial in the event of an audit from the Chancellor's Office. Any district found to be out of compliance could be cause for the Chancellor's Office to "terminate approval of any Flexible Calendar Option," or "withhold appropriate state aid" (CAC 55732). Please submit all forms as requested by the stated deadlines.

Office Hours

Office hours are **ineligible** to fulfill an adjunct faculty member's professional development obligation.

OTHER PROFESSIONAL DEVELOPMENT CONSIDERATIONS – ALL FACULTY

Event Attendance Verification – Sign-in and Sign-Out Sheets

Faculty must sign-in at the beginning of the event and sign-out upon leaving the event in order to receive professional development credit. If your signature does not appear on the sign-in sheet, you cannot claim professional development credit for that particular presentation. In order to ensure accountability, the Faculty Professional Development Committee reviews all contracts and compares them to the sign-in sheets. Sign-in sheets must be kept on file in the Academic Senate Office in the event of a possible audit by the state. **Faculty attending duplicated events within the program year will only be awarded credit for one.**

Sign-up Procedure for Field Trips and Limited Space Activities

Sign-ups for field trips and limited participation events will be open one month in advance of the scheduled event date. You must sign up in advance in the Academic Senate/Faculty Professional Development Office. All sign ups must take place in person. The office will maintain a waiting list of additional faculty who wish to participate.

Professional Development Activities and Class Time

Faculty members may not cancel class to attend or participate in a scheduled professional development activity. However, if the material is relevant to your class, you may bring students to the presentation. When this occurs, the faculty member is not eligible to receive professional development credit for the presentation.

Professional Development Budget

The professional development budget is used solely to promote and support our institutionally-planned professional development activities. These funds are committed during May for the following year's events. If AVC presenters need funds for supplies or special equipment for an institutional presentation, they should submit a written request to the Faculty Professional Development Committee for consideration if funds permit.

Rescheduling and Cancellation Policy

Once events are scheduled in the annual calendar, every effort should be made by presenters and coordinators to adhere to the originally scheduled dates. Events may only be rescheduled at the discretion of the Faculty Professional Development Committee if the request is made prior to the 15th day of the month preceding the scheduled event. Last minute changes may result in cancellations. Repeated requests for changes may jeopardize future proposal acceptance.

Professional Development and Club Advising

The Faculty Professional Development Program supports numerous student clubs. Faculty members who wish to be club advisors and build this into their Professional Development Plan may claim up to 20 hours of advising time in Standard #3.

Participation and Planning of Special Projects and Campus Diversity Events

The campus community and the Student Development Office coordinate a number of special events over the course of the academic year, including Tolerance Week, Hispanic Heritage Month, Black History Month, Cinco de Mayo, and Women's **History Month**. Faculty members who would like to get involved in helping to plan or present these events may claim up to 20 hours of coordination and planning time in Standard #3. Interested faculty should contact the Academic Senate Office to find out who is coordinating this year's events.

Professional Development Trip Guidelines

- For all off campus Faculty Professional Development events, the Antelope Valley College District is not liable for any guest that is not employed by the district. Guests are **not** included in the Worker's Compensation coverage provided by the district and **attend at their own risk**.
- Extended Trip Guidelines-- The coordinator of an extended FPD trip must submit the following documents to the Academic Senate Office no later than one week prior to the departure date:

1. A detailed itinerary, including contact information;
2. A list of all participants;
3. Signed liability waivers from all participants that are not AVC District employees.

Evaluation of the Professional Development Program

At the end of each year, faculty will have the opportunity to evaluate the merits of the Professional Development Program. Since the Faculty Professional Development Committee is a standing committee of the Academic Senate, faculty may also provide feedback to Professional Development Committee Members or their Division Senators.

Professional Development Appeals, Requests, & Questions

Any individual who has a question or concern for the Professional Development Committee should submit a written request two weeks prior to the next Professional Development Committee meeting so that there will be ample opportunity to review the request and respond in a timely manner. Faculty Professional Development Committee meetings are generally held on the 2nd and 4th Wednesday of each month during the fall and spring semesters.

PROFESSIONAL DEVELOPMENT HOURS FOR PRESENTERS AND COORDINATORS

The following formulas should be used to determine professional development credit for presenters and coordinators. Formula one should be used when the coordinator of a professional development activity is also the presenter. It should also be used for multiple coordinators and presenters. Formula two should be used when a faculty member is the coordinator of a professional development presentation, but not a presenter. Formula three should be used for a coordinator of a film, music, or similar event. If additional clarification is required, please contact the Professional Development Chair.

(1) Coordinator and presenter

Initial Presentation

FORMULA

3 hours of development credit for each hour of an initial campus presentation

EXAMPLE

(3 hours credit x 2 hour presentation = 6 credit hours)

Repeat Presentation

FORMULA

2 hours of development credit for each one hour of a campus presentation.

EXAMPLE

(2 hours credit x 2 hour presentation = 4 credit hours)

(2) Coordinator of a professional development presentation but not a presenter

FORMULA
2 hours of development credit for coordinating a film series, outside speaker, trip, panel, or similar event.

If the coordinator feels that additional professional development credit should be given, a written request detailing the activity and the additional time spent should be submitted to the Faculty Professional Development Committee at least one month before the scheduled event.

(3) Presenter of a film, athletic, musical, or other cultural event

All cultural events require at least a 30-minute lecture or presentation in order to qualify as a professional development activity. Professional development credit will be provided for the lecture presentation using the initial or repeat presentation formulas.

Initial Presentation

FORMULA
Triple credit for each lecture hour + the length of the cultural event

EXAMPLE
(3 hours credit x 1/2 hour presentation = 1.5 credit hours + 2 hour film = 3.5 total credit hours)

Repeat Presentation

FORMULA
Double credit for each lecture hour + the length of the cultural event

EXAMPLE
(2 hours credit x 1/2 hour presentation = 1 credit hour + 2 hour film = 3 credit hours)

PLEASE NOTE: A maximum number of 20 hours can be applied to any single activity.

FACULTY ACADEMY GUIDELINES

Column Advancement on the Full-Time Salary Schedule

Fifteen (15) units of upper division and/or graduate semester units of course work are required for movement to a higher column on the salary schedule. A maximum of six (6) units of lower division work may be accepted as part of the fifteen (15) units required for each column advancement on the salary schedule from the following areas, with no more than three (3) units in any one category:

- a) Lower Division Units: Units may be taken at Antelope Valley College or any other accredited college or university.
- b) Workshops and Seminars: Units may be granted for attendance at workshops and seminars including training completed through Faculty **Academy (Standard 1)**. Unit credit for attending workshops and seminars is based on the following formula:
Ten (10) hours to earn one (1) unit of credit with prior approval for job related work.
- c) Equivalencies to Lower Division Course Work:
 1. Professional Continuing Education Units (CEUs) or other courses required to maintain a professional license or certification.
 2. Publication in scholarly journals and materials prepared for presentation to conferences of peers.
 3. Develop of instructional materials.
 4. Research in the unit member's professional field or other professional growth activities.
 5. Development of professional teaching skills courses for faculty members.
 6. Participation in professional teaching courses.
 7. Attendance of conferences related to professional methods of teaching.

Column Advancement on the Adjunct/Overload Salary Schedule

Fifty (50) hours of instruction shall result in advancement to Column II on the adjunct/overload salary schedule. Column II shall reflect 2% salary increase over Column I. Nine (9) units of course work at an accredited college or university may replace the fifty (50) hour requirement with prior approval of the Vice-President of Academic Affairs.

Source: Antelope Valley College Federation of Teachers Collective Bargaining Agreement with Antelope Valley Community College District September 19, 2003 – June 30, 2005.

Forms

Notification of Intent to Use Units from the Faculty Professional Development Program (Faculty Academy events) for Advancement on the Faculty Salary Schedule

If faculty choose to earn credit towards salary advance and want to use programmed activities designated Standard #1 – Faculty Academy Training events a copy of the Notification of Intent... form must be completed and attached with submitted contract. Faculty can only claim a Standard #1 – Faculty Academy training event for either professional development credit or salary advancement credit **not** both. Submitted forms will be verified and forwarded to Human Resources to be place in personnel files. This form can be found online at:

www.avc.edu/administration/organizations/fpd.html.

Approval Request to Use Off-Campus Activities towards Salary Advancement

Many faculty participate in Off-Campus activities that could be counted towards salary advancement. If a faculty desires to obtain credit for attending a scholarly conference, workshop, etc. they must complete the Approval Request... and submit it to their respective Dean and Vice President for signatures. If approved, the form will be forwarded to Human Resources to be placed in personnel files. Salary Advancement credit cannot be claimed if the costs are paid by an alternate employer and/or is a required employment obligation or if costs are paid by AVC. Failure to request prior approval may result in denial of units. This form can be found online at:

www.avc.edu/administration/organizations/fpd.html.

PROFESSIONAL DEVELOPMENT AND THE ED. CODE

The California Administrative Code (Article 2, sections 77720-32) and the California Education Code (Article 8, sections 84890-95) give all community colleges the option of adopting a Flexible calendar under the guidelines contained within these articles.

Additionally, in order for any professional development program to receive approval from the Chancellor's Office, the Flex Advisory Committee must agree to the following conditions:

1. To survey the faculty annually and determine the most critical faculty, student, and instructional needs.
2. To develop a series of presentations to address those needs.
3. To maintain records on the following:
 - a) the type and number of presentations scheduled;
 - b) faculty contracts indicating a planned program;
 - c) an account of the number of faculty, staff, and/or students participating in the program.
4. To evaluate annually the effectiveness of the professional development program and update the presentations to reflect needed changes.
5. To hold regular advisory committee meetings to carry out the above tasks and make recommendations regarding guidelines and procedures.

**FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE
2011—2012**

Rae Agahari
Rona Brynin
Magdalena Caproiu
Richard Coffman
Rosa Fuller
Jennifer Gross
Mark Hoffer
Cynthia Lehman
Sharon Lowry
Ty Mettler
Linda Noteboom
Tom O'Neil
Harish Rao
Scott Tuss

Kathryn Mitchell, Chair

AVC BOARD OF TRUSTEES

Earle Wilson, President
Betty Wienke, Vice President
Michael Adams, Clerk
Jack Seefus, Member
Steve Buffalo, Member
????, Student Trustee

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.

Special Accommodation Request -

Upon request three business days before the event, reasonable accommodation will be provided to facilitate the participation of covered individuals with disabilities. Please call (661) 722-6360 (voice) or 722-6362 (TDD).

Antelope Valley College Faculty Professional Development Program

Online Programs / Webinar Worksheet

Fill in the following information and turn in with your Faculty Professional Development Contract:

www.learner.org NISOD Webinar ITS CCCConfer Workshop

Title: _____

Length: _____

Please describe three specific aspects of the content provided in the presentation that directly impacts your teaching strategies or job performance at Antelope Valley College:

FPD presentation summary of evaluations

Hamlet (Scott Memmer)

Excellent: 12

Comments: Because off campus, presenter unable to provide background details on play.

Would you recommend this presentation be included in future Flex programs? Yes: 6

Freedom is a Dangerous Illusion (Zhu, Claude Grotton, Dr. Haughess)

Excellent: 4 Good: 6 Fair: 5 Poor: 3

Comments: speaker "horrible", seemed intoxicated, slurred speech, stuttered.

First presenter spoke poorly; not valuable

Would you recommend this presentation be included in future Flex programs? Yes: 2 No: 4

Learning Outcomes (M. Parker)

Excellent: 5 Good: 1

Would you recommend this presentation be included in future Flex programs? Yes: 2 No: 0

Online Resources (E. Beyer)

Excellent: 5

Would you recommend this presentation be included in future Flex programs? Yes: 2

AVC Art Gallery (Christine Mugnolo)

Excellent: 4 Good: 8 Fair: 2

Comment: Presentation valuable for personal enrichment not professional development.

Would you recommend this presentation be included in future Flex programs? Yes: 6

Hands in Clay (Rick Sim)

Excellent: 27 Good: 8 Fair: 1

Comments: Not much time spent teaching foundation skills

Would you recommend this presentation be included in future Flex programs? Yes: 1

Jewish-Roman War (M. Rainbow, M. Jaffe)

Excellent: 24 Good: 5

Comments: more handouts,; suggest best not to enter into debates with believers

Would you recommend this presentation be included in future Flex programs? Yes: 10

Evaluating Online Classes (J. Gross)

Excellent: 10

Would you recommend this presentation be included in future Flex programs? Yes: 3

Marauder Football (Perry Jehlicka)

Excellent: 5 Good: 4 Fair: 1 Poor: 1

Comments: presenter unable to explain rules of game to those not familiar with game; offer counseling related topics, ex: how to recognize signs of depression, emotional problems or have attempted suicide.

Would you recommend this presentation be included in future Flex programs? Yes: 3 No: 1

Curricunet (Maria Clinton)

Excellent: 35 Good: 23 Fair: 5

Comments: want info on how to do COR update; wants personal help with real course update; some came, signed in, and left early sign-in and leave early; several comments that presenter did not control classroom well—talking, repetitive questions, complaints about AP&P.

Would you recommend this presentation be included in future Flex programs? Yes: 23 No: 2

Simulation in Nursing (C. Scudmore, D. Dickinson)

Excellent: 15

Would you recommend this presentation be included in future Flex programs? Yes: 5

Howard Gardner and Multiple Intelligence Theory (M. Capriou)

Excellent: 19 Good: 17 Fair: 1

Would you recommend this presentation be included in future Flex programs? Yes: 9 No: 1

Football (C. Lehman)

Excellent: 0 Good: 4 Fair: 1 Poor: 1

Comments: no cheerleading, music, singing

Would you recommend this presentation be included in future Flex programs? Yes: 2

Mayan Archaeology (D. Wiewall)

Excellent: 24 Good: 6

Would you recommend this presentation be included in future Flex programs? Yes: 9 No: 1

SLO/WEAVE (A. Voelcker)

Excellent: 7 Good: 6 Fair: 2

Comments: too technical

Would you recommend this presentation be included in future Flex programs? Yes: 5

On Course (Toll)

Excellent: 20 Good: 10

Would you recommend this presentation be included in future Flex programs? Yes: 10

Developing Presentational Excellence (Graves, Mcdermott, Rao, Lee)

Excellent: 12 Good: 5

Would you recommend this presentation be included in future Flex programs? Yes: 7

Red Scare (M. Jaffey, Lund)

Excellent: 6

Would you recommend this presentation be included in future Flex programs? Yes: 2

Audio for Online Use (G. Krynen)

Excellent: 8 Good: 7

Comments: more CCC Confer events—convenient; too technical, need more basic info

Would you recommend this presentation be included in future Flex programs? Yes: 2

The Honors Program (K. Lubick, etc)

Excellent: 23 good: 9 Fair: 1

Would you recommend this presentation be included in future Flex programs? Yes: 10 No: 1

Graphics for Online Use (G. Krynen)

Excellent: 7 Good: 2

Would you recommend this presentation be included in future Flex programs? Yes: 2

Hands in Clay II (R Sim)

Excellent: 25 Good: 4

Comments: presenter needs student help cleaning up

Would you recommend this presentation be included in future Flex programs? Yes: 12

Corporatization of Education (M. Hoffer, Alek Hatlertad Shy, J. Vento)

Excellent: 30 Good: 6 Fair: 2

Comment: "liberal brainwashing", Michael Moore, etc.

Would you recommend this presentation be included in future Flex programs? Yes: 14

Power Point conversion (Krynen)

Excellent: 5 good: 9

Comment: needs some basic PPT info as well

Would you recommend this presentation be included in future Flex programs? Yes: 2

Curricunet (M. Clinton)

Excellent: 6

Would you recommend this presentation be included in future Flex programs? Yes: 2

AVC Art Gallery Artist Talk

Excellent: 1 good: 5 Fair: 3 Poor: 3

Comment: one artist was drunk and had trouble speaking

Would you recommend this presentation be included in future Flex programs? Yes: 3

Basic Skills Forum (B.S. Committee)

Excellent: 3 Good: 3 Poor: 1

Comment: disgruntled that administrator trying to expand their realm.

Would you recommend this presentation be included in future Flex programs? Yes: 2

Curricunet (M. Clinton)

Excellent: 5 Good: 1

Would you recommend this presentation be included in future Flex programs? Yes: 2

Sign language around the campus (Duane Rumsey)

Excellent: 84 Good: 5

Comments: very interesting; more sign language for FPD; one of best Flex presentations (6 faculty said this); Duane is excellent instructor; very informative and valuable; a follow-up outlining responsibilities of students and/or instructor when working with OSD; helpful to know what interpreter needs from faculty (pace of lecture, handouts, etc); invaluable information as an instructor; very enlightening and educational; do this regularly!; Eye opener; this should be included at Welcome Back Day; liked interactive nature of presentation.

Would you recommend this presentation be included in future Flex programs? Yes: 30

Multimedia in Blackboard (Krynen)

Excellent: 10 Good: 4 Fair: 3

Comment: very helpful

Would you recommend this presentation be included in future Flex programs? Yes: 6 No: 1

Curricunet software training (M. Clinton)

Excellent: 6

Comments: all faculty need to attend; yearly updates welcome; maybe should be mandatory.

Would you recommend this presentation be included in future Flex programs? Yes: 2

Chinese culture through movies—Curse of the Golden Flower (Tong and Miller)

Excellent: 8 Good: 8 Fair: 4

Comments: excellent movie; recommend for future flex only if changes on technical presentation and location is made; more prep with technology, sound/projector needed; very bloody film—should have been warning on flex description; presenters great, film not so.

Would you recommend this presentation be included in future Flex programs? Yes: 6 No: 1

Opposites attract (Trow, Littlefield, Mugnolo, Sim, Anderson, Guadardo, Knowles)

Excellent: 12 Good: 2 Fair: 1

Comments: amazing, would like to see every year.

Would you recommend this presentation be included in future Flex programs? Yes: 4

Dialogue with president, 2010/11 budget (Dr. Fisher, D. Wallace)

Excellent: 12 Good: 6

Comment: Very informative

Would you recommend this presentation be included in future Flex programs? Yes: 6

Leaning Outcomes Analysis (Parker)

E: 25 Good: 11 Fair: 2 excellent

Comment: Don't make people sit in circle, let them sit where they want to sit.

Would you recommend this presentation be included in future Flex programs? Yes: 13

Biology of Aging and Death (M. Rainbow)

Excellent: 28 Good: 5

Comments: fascinating presentation with captivating images. He should however, organize his material in advance to be more efficient with his time. ; often runs out of time before he has presented his major point.; excellent; did excellent job presenting complex and elaborate biological processes, in a way a non-biologist could understand; he ran over, tried to cover too much; too technical and over my head; spend more time on prevention, signs and warning of early onset; how to improve lifestyle and delay aging, cancer, illness as I age.

Would you recommend this presentation be included in future Flex programs? Yes: 11

AVSO Classics (D. Newby)

Excellent: 12

Comments: David is fine conductor and Berkeley's performance was amazing; liked pre-concert lecture; brings university -type class to AVC and A.V.

Would you recommend this presentation be included in future Flex programs? Yes: 4

Art Gallery

Excellent: 3 Good: 4 Fair: 1

Comment: informative and fun

Would you recommend this presentation be included in future Flex programs? 2

My Favorite Stories (S. Memmer)

Excellent: 12 Good: 2

Comments: enthusiasm of presenter made this event very enjoyable; Scott Memmer is one of those teachers who loves to teach; wonderful; fun, informative; a lot of thought and passion demonstrated by Memmer; A++

Would you recommend this presentation be included in future Flex programs? 6

A Warm Eve with Dante's Inferno (J. Ahmad, M. Hoffer, L. McDonie, S. Tafarella, S. Pawlak)

Excellent: 14 Good: 1 Fair: 2

Would you recommend this presentation be included in future Flex programs? Yes: 4 No: 1

Requests for future FPD events:

Evaluation of academic programs

Professionalism

Gothic's Faust

More art gallery presentations and more presentations given by AVC music dept like sing-a-long

Cause and effects of cancer and how to delay its onset

Evolutionary theory

Famous authors

Performance of Copland's Appalachian spring

More technical presentations for math and science faculty

PLO presentation

Computer and online security

Breakdown of flex standards and expected outcomes

Need to get more standard 1 presentations in evening during week (many Friday early morning and mid-afternoon)

Health-related topics in evening for adjuncts

Presentations on Disability Awareness for faculty and students

Higher education in 1970's vs 2000's

More technical presentations such as chemistry or engineering-related

	Q1: How interesting did you find the presentation?					Q2: How knowledgeable was the presenter?					Q3: Did you feel the presentation was professionally enriching?				
Presentation / Presenter	Excellent	Good	Fair	Poor	N/A	Excellent	Good	Fair	Poor	N/A	Excellent	Good	Fair	Poor	N/A
November (2010)															
Mac & PCs - Ed Beyer	6	1				6	1				6	1			
NISOD "A Change for Good" - Barkley		1				1							1		
CURRICUNET Training Workshop - Maria Clinton		1				1					1				
PLO Write-In - Melanie Parker	1					1					1				
Sherlock Holmes - Hall, Toth, Vaughn, and Lubick	6	9	1			13	2	1			6	4	4	1	1
PLO Write-In - Melanie Parker	1	1				2					1	1			
Dialogue w/ President - Jackie Fisher	1					1					1				
GIS Day 2010 - Mike Pesses	3					2	1				1	1	1		
Florence Nightengale - Magdalena Capriou	7	3	1			9	2				6	5			
SLOs - Melanie Parker	3	1				4					2	2			
Intrumural Speech Tournament - Harish Rao	1				1	1				1	2				

	Q1: How interesting did you find the presentation?					Q2: How knowledgeable was the presenter?					Q3: Did you feel the presentation was professionally enriching?				
Presentation / Presenter	Excellent	Good	Fair	Poor	N/A	Excellent	Good	Fair	Poor	N/A	Excellent	Good	Fair	Poor	N/A
December (2010)															
Making Learning Visible - CDC	2					2					2				
AVCDC - N. Rouhani		1				1						1			
Learning Outcomes Update - Melanie Parker	3					3					2	1			
Religion & Critical Thinking - Matthew Rainbow	4	1	1	1		6			1		4	2		1	
Madrigal Dinner - David Newby	1									1		1			
First Aid and CPR - Jerry Lewis, Christine Orozco	4	1				4	1				4	1			
AVSOMC - David Newby	8					8					6	2			

Presentation / Presenter	Q1: How interesting did you find the presentation?					Q2: How knowledgeable was the presenter?					Q3: Did you feel the presentation was professionally enriching?				
	Excellent	Good	Fair	Poor	N/A	Excellent	Good	Fair	Poor	N/A	Excellent	Good	Fair	Poor	N/A
January (2011)															
CERT - Captain Polgar	4					4					4				
Boots to Books - Robert Harris	8	2				8	2				8	2			
Gun & Suicide Prevention - Robert Harris	1	2				3					1	2			
SLO (WEAVE) Training - Melanie Parker and Aaron Voelcker	2		1			2	1				2			1	
Separation of Church & State - Robert Harris	3	2	2			7					3	3	1		
Sherlock Holmes - Toth, Hall, Lubick, and Vaughn	5	3				6	2				5	3			
SLO (WEAVE) Training - Melanie Parker and Aaron Voelcker	4	1				4					4	1			
Active Learning Strategies - Rees, Toll, and Acosta	6	2				6	2				6	2			

Presentation / Presenter	Q1: How interesting did you find the presentation?					Q2: How knowledgeable was the presenter?					Q3: Did you feel the presentation was professionally enriching?				
	Excellent	Good	Fair	Poor	N/A	Excellent	Good	Fair	Poor	N/A	Excellent	Good	Fair	Poor	N/A
February (2011)															
BB Strategies - Ed Beyer		1					1					1			
BB Basics 1 - Greg Krynen	1					1					1				
Perkins IV - Maggie Drake	6					5					4	2			
How to Think Critically about Weird Things I - Tafarella, Hood, Gat, Gratton	8	3				9	2				8	1	2		
Navigating the Web Ocean - Greg Krynen	1					1					1				
AVC Art Gallery Artist Talk - Christine Mugnolo	3					2				1	2	1			
Online Teaching Strategies - Ed Beyer	2					2					1	1			
Basic Skills Symposium - Basic Skills Committee - Guest Speaker: Laura Hope	3	1				4					3	1			
Dialogue w/ President/Ed Master Plan - Jackie Fisher		3				2	1					3			

Presentation / Presenter	Total Evaluation Forms Received	Recommend presentation to be included in future program?		Comments	Suggestions
		Yes	No		
November (2010)					
Mac & PCs - Ed Beyer	7	7		Particulatrly informative. Ed puts on great presentations.	
NISOD "A Change for Good" - Barkley	1	1		"As usual for topics on student engagement, the participants were not the people who needed to be in the webinar. Very knowledgeable and self-supported presenters.	
CURRICUNET Training Workshop - Maria Clinton	1	1		None	
PLO Write-In - Melanie Parker	1	1		Need more faculty members to participate. Melanie is doing a great job of trying to get this moveent going but there is a lot of faculty resistance.	
Sherlock Holmes - Hall, Toth, Vaughn, and Lubick	16	10	2	Ventilation problems in room; too hot. Inspired to read Doyle books now. Not enough time for questions after film Presenters knowledgeable and did excellent job Unrelated to professional development.	More on literary figures in film.
PLO Write-In - Melanie Parker	2	2		None.	

Presentation / Presenter	Total Evaluation Forms Received	Recommend presentation to be included in future program?		Comments	Suggestions
		Yes	No		
Dialogue w/ President - Jackie Fisher	1	1		Insightful. Need to combat apathy and attract new faculty to be on committees.	
GIS Day 2010 - Mike Pesses	3	3		None	
Florence Nightengale - Magdalena Capriou	11	10		Good presentation; less PPT Excellent Talk focused on topic.	How medical technology is changing society Other bios on historic figures
SLOs - Melanie Parker	4	4		Extremely valuable information!	Offering FLEX on all the tasks and duties we need to perform would be helpful. Firearms Safety
Intramural Speech Tournament - Harish Rao	2	2		Dates should be publicized earlier; short notice does not give adjunct faculty little time to assess candidates for the contest. This is not a presentation; this evaluation form should be changed to fit non-lecture events. Student interaction is refreshing	
December (2010)					
Making Learning Visible - CDC	2	2		Very rewarding.	
AVCDC - N. Rouhani	1	1		Interesting place.	
Learning Outcomes Update - Melanie Parker	3	3		None	

Presentation / Presenter	Total Evaluation Forms Received	Recommend presentation to be included in future program?		Comments	Suggestions
		Yes	No		
Religion & Critical Thinking - Matthew Rainbow	7	6	1	Poor idea to ask Christians to ID themselves Need more discussion on psychology & how it affects brain Good pair-share activity Offended viewer personal religious beliefs	Child Development/Nursir Firearm Safety
Madrigal Dinner - David Newby	1	1		Showcased marvelous talents of students and faculty. Was an excellent and interesting way to learn.	
First Aid and CPR - Jerry Lewis, Christine Orozco	5	5		Improtant program to offer!Presentation was excellent Included good amount of time to practice the techniques on the mannequins.	Topics regarding health are always welcome
AVSOMC - David Newby	8	8		Good pre-concert lecture Wonderful concert	
January (2011) CERT - Captain Polgar	4	4		Excellent presentation CERT should be offered every year Valuable but not professionally enriching for most faculty	CPR training No more FLEX

Presentation / Presenter	Total Evaluation Forms Received	Recommend presentation to be included in future program?		Comments	Suggestions
		Yes	No		
Boots to Books - Robert Harris	10	10		Too much focus on now & not enough discussion of previous conflicts terrific presentation very informative well organized	Offer to a wider audience
Gun & Suicide Prevention - Robert Harris	3	3		Good information This FLEX should be presented again Presenter was very good and handled this delicate topic well	
SLO (WEAVE) Training - Melanie Parker and Aaron Voelcker	3	2	1	IT was a great way to learn about WEAVE rather than the relentless emails about this program	
Separation of Church & State - Robert Harris	7	6	1	Very informative Biased against Christianity; needs more balance	Intelligent Design Analysis of Declaration of Independence & The Constitution
Sherlock Holmes - Toth, Hall, Lubick, and Vaughn	8	5	2	Interesting	Other Literary Figures BB & PPT Romona Pageant/cultural diversity

Presentation / Presenter	Total Evaluation Forms Received	Recommend presentation to be included in future program?		Comments	Suggestions
		Yes	No		
SLO (WEAVE) Training - Melanie Parker and Aaron Voelcker	5	5		Nice Refresher I learned a great deal	Emailing this evaluation form is more convenient, but there is some reluctance since they are no longer anonymous. Could Survey Monkey be used?
Active Learning Strategies - Rees, Toll, and Acosta	8	8		I learned a lot to help in classroom Outstanding presentation--the best Enjoyed session & learned a lot	
February (2011)					
BB Strategies - Ed Beyer	1	1			Time management or assessment strategies More on using BB to assess students and their work
BB Basics 1 - Greg Krynen	1	1		This changed the way I teach my course.	
Perkins IV - Maggie Drake	6	6		Dean Drake is always prepared Good publicity Excellent follow-up; presenter forwarded all materials as promised.	Description of AVC Serve How can computer support/supplies be included in grant proposals

Presentation / Presenter	Total Evaluation Forms Received	Recommend presentation to be included in future program?		Comments	Suggestions
		Yes	No		
How to Think Critically about Weird Things I - Tafarella, Hood, Gat, Gratton	11	9	2	EXTREMELY INFORMATIVE AND HELPS ME UNDERSTAND CRITICAL THINKING Thought provoking Outstanding presentation.	
Navigating the Web Ocean - Greg Krynen	1	1		More workshops on each of the browsers	
AVC Art Gallery Artist Talk - Christine Mugnolo	3	3		Presentation was interesting Show was excellent	
Online Teaching Strategies - Ed Beyer	2	2		Have room where we can have computers and actually implement our ideas and suggestions	Workshop in BB to help us improve our shells
Basic Skills Symposium - Basic Skills Committee - Guest Speaker: Laura Hope	4	4		Nice to see how Chaffey College faculty collaborated TOGETHER to create conditions for change to help students succeed.	
Dialogue w/ President/Ed Master Plan - Jackie Fisher	3	3			Presentations regarding the administrative divisions of the college and their respective roles in helping the college operate.



**ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT PROGRAM
2011 – 2012 PROPOSAL**

- Faculty Academy College Colloquia Field Trip/Off Campus
 Online Online

Event Title: Living for 32

Coordinator(s)/Presenter(s): Representative(s) of the Brady Campaign, presenter, Dr. Bob Harris, Copordinator

Contact Information – Telephone #: 6346 **E-mail Address:** rharris@avc.edu

EVENT DESCRIPTION

(refer to specific instructional aspects; not to exceed 150 words)

"Living for 32" documents the efforts of Colin Goddard, a student who survived the rampage shooting at Virginia Technical University, to improve national background check laws. After the shooting, Goddard became actively involved in the Brady Campaign and its efforts to improve public safety and to address the issue of gun violence as a public health issue. Discussion will focus on what faculty and staff can do to address potential violence here.

Activity Category for the Chancellor’s Office

(check one box only)

- | | |
|--|--|
| <input type="checkbox"/> Course instruction and evaluation | <input type="checkbox"/> Learning resource services |
| <input checked="" type="checkbox"/> Staff development, in-service training and instructional improvement | <input type="checkbox"/> Related activities, such as student advising, guidance, orientation, matriculation services, and student, faculty and staff diversity |
| <input type="checkbox"/> Student personnel services | |
| <input type="checkbox"/> Program and course curriculum or learning resource development and evaluation | <input type="checkbox"/> Instructional workshops and institutional research |
| <input type="checkbox"/> Other duties as assigned by the district (must provide justification): | |

Preferred Date *(must submit dates for consideration):* 1st – 10/11 2nd – 10/12 3rd – 10/13

Preferred Time Range: 8 am – 12 pm 12 -5 pm 5-10 pm Anytime

of Hours: 3 **Preferred Location:** SSV 151 **Maximum # of Participants:** 50

Additional Information or Special Request

Please schedule for 6 pm - 9 pm to allow travel from the San Fernando Valley.

Submitted by: R. B. Harris

Date: 2/26/11

Proposals should be submitted electronically to gkastner@avc.edu no later than **Monday, February 28, 2011**. Please include a digital still (if available) that can be used to promote the event. JPEG attachments should be **300KB** or smaller.