



**ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE
AGENDA
November 28, 2012
2:00 p.m. – 3:30 p.m.
A140**

To conform to the open meeting act, the public may attend open sessions

- 1. CALL TO ORDER AND ROLL CALL**
- 2. OPEN COMMENTS FROM THE CHAIR**
- 3. OPEN COMMENTS FROM THE PUBLIC**
- 4. APPROVAL OF MINUTES**
 - a. November 14, 2012 Minutes**
- 5. ACTION ITEMS**
 - a. Spring WBD Agenda**
 - b. Revision of Mission Statement**
 - c. Review of Updated Proposal Form**
- 6. REPORTS**
 - a. FPD Evaluation Sub-Committee**
- 7. DISCUSSION ITEMS**
 - a. FPD Evaluation Form(s)**
- 8. OTHER**
 - a. Review & Approve Plans**
- 9. ADJOURNMENT**

NON-DISCRIMINATION POLICY

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



ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE
MINUTES
November 28, 2012
2:00 p.m. – 3:30 p.m.
A140

To conform to the open meeting act, the public may attend open sessions

1. CALL TO ORDER AND ROLL CALL

Ms. Kathryn Mitchell, Faculty Professional Development Chair, called the meeting of November 28, 2012, to order at 2:15 p.m.

MEMBERS PRESENT

Kathryn Mitchell, Chair
Rona Brynin
Dr. Magdalena Caproi
Rosa Fuller
Rae Agahari

Ty Mettler
Harish Rao
Mark Hoffer
Tim Lynskey

MEMBERS ABSENT

LaDonna Trimble
Dr. Richard Coffman
Dr. Liette Bohler
Jackie Lott
Dr. Tom O'Neil

2. OPENING COMMENTS FROM THE CHAIR

Ms. Kathryn Mitchell announced the December 6, 2012 Geriatric FLEX activity was cancelled at the last minute. This activity had eleven (11) adjunct faculty members enrolled, making it difficult for enrollees to find another activity in order to meet their obligation prior to the December 8, 2012 deadline. Ms. Mitchell reiterated the importance that facilitators fulfill their FLEX commitment. She suggested the committee consider Guideline revisions to include a cancellation period in order to better accommodate faculty.

3. OPEN COMMENTS FROM THE PUBLIC

None.

4. APPROVAL OF MINUTES

a. November 14, 2012

A motion was made and seconded to approve the minutes of the November 14, 2012 meeting. Motion carried with corrections.

5. ACTION ITEMS

a. Spring WBD Agenda (FEBRUARY 1, 2012)

Ms. Mitchell presented a draft of the final revision of the Spring 2013 Welcome Back Day Agenda, using suggestions made in the previous FPD meeting.

A motion was made and seconded to approve the Spring Welcome Back Day agenda. Motion carried.

b. Revision of Mission Statement

Ms. Mitchell presented a draft of the final revision of the Faculty Professional Development Mission Statement, using suggested made in the previous FPD meeting.

A motion was made and seconded to approve the revised Mission Statement.

Motion carried.

c. Review of Updated Proposal Form

Members reviewed the final revision of the Faculty Professional Development Proposal Form.

A motion was made and seconded to approve the revised Proposal Form.

Motion carried.

6. REPORTS

a. FPD Evaluation Sub-Committee

Discussion was made regarding the use of language for the evaluation questions. It was suggested the sub-committee solicit input from Aeron Zentner. Mr. Tim Lynskey addressed the importance of technically meeting the needs for learning, suggesting the use of Survey Monkey. Ms. Rona Brynin suggested the questions be more subjective. Ms. Rosa Fuller stated she would meet with Aeron Zentner. The sub-committee will meet in Palmdale after 2pm and request Aeron Zentner to attend.

7. DISCUSSION ITEMS

a. FPD Evaluation Form(s)

None.

8. OTHER

a. Review & Approve Plans

The remainder of the meeting consisted of members reviewing and approving several hundred Fall 2012 Adjunct Faculty Professional Development Contracts.

9. ADJOURNMENT

The November 28, 2012 Faculty Professional Development meeting was adjourned at 2:54 p.m. by Ms. Kathryn Mitchell, Chair.

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Approved: February 13, 2013 Faculty Professional Development Meeting