



<b>Faculty Professional Development Committee</b> <b>Agenda</b>	<b>Wednesday, April 11, 2018</b> <b>L-201</b> <b>2:15 - 3:45 p.m.</b>
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**Type of Meeting:** Regular  
**Please Review/Bring:** Agenda packet

COMMITTEE MEMBERS

- Kristine Oliveira, Chair
- Duane Rumsey, Administrative Council Member
- Gary Roggenstein, Administrative Council Member
- Dr. Tom O’Neil, Administrative Council Member
- Dr. Ken Shafer, Faculty Member
- Jane Bowers, Faculty Member
- Dr. Rona Brynin, Faculty Member
- Dr. Zia Nisani, Faculty Member
- Jack Halliday, Faculty Member
- Mark Hoffer, Faculty Member
- Dr. Liette Bohler, Tenure Evaluation Coordinator
- Greg Krynen, Technical Liaison
- John Wanko, Faculty Union Rep
- Denise Walker, Faculty Member
- Dr. Jeffery Cooper, Faculty Member
- Dr. Barbara Fredette, Faculty Member
- Dr. Darcy Wiewall, Faculty Member
- Michelle Hernandez, Confidential Management Union
- Classified Representative - VACANT
- ASO Member - VACANT

Items	Person	Action
I. Opening Comments from the Chair	Kristine Oliveira	
II. Open comments from the Public	All	
III. Approval of Agenda	All	
IV. Approval of Minutes	Kristine Oliveira	1. March 28, 2018 Meeting (to be provided)
V. Discussion Items	Kristine Oliveira	1. Updates on Goals Mentorship CTX/CETL Digital FPD Event Evaluation <i>Tabled</i> Faculty Learning Communities



		<ul style="list-style-type: none"> <li>2. 2018-2019 FPD Event Proposals</li> <li>3. Fall 2018 Opening Day</li> <li>4. Professional Milestones draft schedule (attachment)</li> <li>5. FPD Pathways Summer Workgroup</li> </ul>
2. Action Items	Kristine Oliveira	<ul style="list-style-type: none"> <li>1. 2018-19 NISOD Membership Renewal (attachment)</li> <li>2. Preliminary FPD Events for 2018-19</li> </ul>
3. Information Items	Kristine Oliveira	<ul style="list-style-type: none"> <li>1. FPDC Playbook: Calendar</li> </ul>
<b>Next Meeting Date</b> April 25, 2018		



<b>Faculty Professional Development Committee Minutes</b>	<b>Wednesday, April 11, 2018 L-201 2:15 - 3:45 p.m.</b>
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**Type of Meeting:** Regular  
**Please Review/Bring:** Agenda packet

COMMITTEE MEMBERS

- Kristine Oliveira, Chair
- Duane Rumsey, Administrative Council Member
- Gary Roggenstein, Administrative Council Member – Dr. Louis Lucero, Proxy
- Dr. Tom O’Neil, Administrative Council Member
- Dr. Ken Shafer, Faculty Member
- Jane Bowers, Faculty Member
- Dr. Rona Brynin, Faculty Member
- Dr. Zia Nisani, Faculty Member
- Jack Halliday, Faculty Member
- Mark Hoffer, Faculty Member
- Dr. Liette Bohler, Tenure Evaluation Coordinator - ABSENT
- Greg Krynen, Technical Liaison - ABSENT
- John Wanko, Faculty Union Rep
- Denise Walker, Faculty Member - ABSENT
- Dr. Jeffery Cooper, Faculty Member – Tiesha Klundt, Proxy
- Dr. Barbara Fredette, Faculty Member
- Dr. Darcy Wiewall, Faculty Member
- Michelle Hernandez, Confidential Management Union
- Classified Representative - VACANT
- ASO Member - VACANT

Items	Person	Action
I. Opening Comments from the Chair	Kristine Oliveira	<ul style="list-style-type: none"> <li>Kristine will hold a FPD Pathways Summer Workgroup in July to look at how the FPD program can support changes because of Guided Pathways. Participants will receive a stipend. Anyone interested – see Kristine.</li> </ul>
II. Open comments from the Public	All	
III. Approval of Agenda	All	<i>A motion was made and seconded to approve the agenda as presented. Motion carried unanimously.</i>
IV. Approval of Minutes	Kristine Oliveira	1. March 28, 2018 Meeting (to be provided) <i>A motion was made and seconded to approve minutes of the March 28, 2018 FPDC meeting.</i>

		<i>Motion carried with one (1) abstention.</i>
V. Discussion Items	Kristine Oliveira	<p>1. Updates on Goals</p> <ul style="list-style-type: none"> <li>• Mentorship Everything is operating smoothly.</li> <li>• CTX/CETL <i>No updates</i></li> <li>• Digital FPD Event Evaluation <i>Tabled</i></li> <li>• Faculty Learning Communities The FLC project will launch this week. Darcy &amp; Zia are putting together a pilot. Kristine is creating an FLC and is working with the Senate Exec to consider an FLC for new faculty and faculty going through tenure. Due date for mentorship proposals is May 1.</li> </ul> <p>2. 2018-2019 FPD Event Proposals Members reviewed event proposals. Kristine will email presenters for revisions.</p> <p>3. Fall 2018 Opening Day <i>Tabled – come with ideas next meeting</i></p> <p>4. Professional Milestones draft schedule (attachment)</p> <p>5. FPD Pathways Summer Workgroup Kristine will hold an FPD Pathways Summer Workgroup in late July. Volunteers include Dr. Ken Shafer, Jane Bowers and Dr. Zia Nisani.</p>
2. Action Items	Kristine Oliveira	<p>1. 2018-19 NISOD Membership Renewal (attachment) <i>A motion was made and seconded to approve membership renewal for 2018-19 NISOD membership</i> Kristine will look at data to see how many faculty members use NISOD. <i>Motion carried unanimously.</i></p> <p>2. Preliminary FPD Events for 2018-19 <i>A motion was made and seconded to approve the proposals that are not in need of revision or feedback.</i> <i>Motion carried unanimously.</i></p>
3. Information Items	Kristine Oliveira	<p>1. FPDC Playbook: Calendar Kristine referenced FPDC Playbook Calendar.</p>
<b>Next Meeting Date</b> April 25, 2018	Kristine Oliveira	The Faculty Professional Development Committee meeting of April 11, 2018 was adjourned at 3:38 p.m.

# Professional Milestones Symposium

## DRAFT SCHEDULE

4 May 2018

12:30 - 6p (5.5 hours FPD Standard 1 credit)

Doors open at 12p for presenters to prepare and for snacks to arrive

Welcome: 12:30p - 12:35

Part 1: Recent Publications 12:35 - 2p

Recent Publication, Patricia Palavecino: 12:35 - 1p

Recent Publication, Carina Karapetian Giorgi: 1:05p - 1:30p

Recent Publication, Dr Ken Shafer: 1:35 - 2p

*Break: 2p - 2:30p*

Part 2: Sabbatical Presentations and Scholar in Residence Address

Sabbatical Presentation, Dr Sherri Zhu: 2:30p - 3:20p

Sabbatical Presentation, Dr Rachel Jennings: 3:30p - 4:20p

Scholar in Residence Address, Dr Scott Lee: 4:30p - 6p



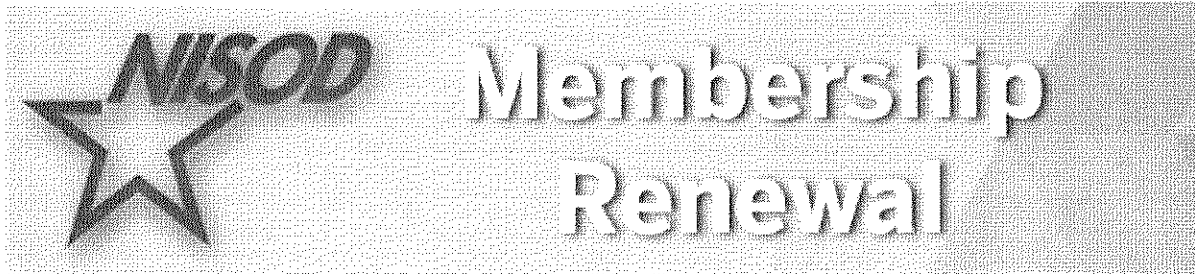
Nancy Masters <nmasters@avc.edu>

# NISOD Membership Renewal Confirmation

1 message

Edward J Leach <leach@austin.utexas.edu>  
To: eknudson@avc.edu, nmasters@avc.edu

Wed, Apr 4, 2018 at 8:24 AM



## RE: RENEWED NISOD MEMBERSHIP

Thank you for renewing your membership with NISOD, that the American Association of Community Colleges named, "The country's leading provider of professional development for community college faculty, staff, and administrators." Your college will continue to enjoy the many benefits of being a NISOD member through June 30, 2018.

A NISOD membership is collegewide. Your college's username remains 'avc.edu' and its password remains 'nisod494'. Please share this information with all faculty, staff, and administrators at your college so they can access the full range of member-only benefits designed to increase their awareness of current topics, connect them with other outstanding educators, and provide them with tools to help them do their jobs better.

Close to 20,000 individuals are now receiving NISODirect, our weekly newsletter that keeps faculty, staff, and administrators at member colleges up to date about their NISOD benefits. **Help Antelope Valley College realize a greater return on its NISOD membership by encouraging your faculty, staff, and administrators to sign up [here](#) to have NISODirect delivered each week to their inbox.**

Thanks again for renewing your NISOD membership! We are excited you have chosen to continue as a member in our ever-growing community of innovative educators, and we look forward to serving Antelope Valley College's professional development needs in the coming year.

Sincerely,

Edward J Leach, PhD, CAE  
Executive Director, NISOD

Order Number	Order Date	Payment	Reference
926	April 04, 2018	Invoice	MR2018-926

Item Description	Qty	Amount
Annual Membership Renewal (Expires: June 30, 2019)	1	\$1,145.00
		<b>TOTAL: \$ 1,145.00</b>

If your membership has not yet been paid, please forward a copy of this confirmation to your institution's business office.

# FPD Committee Playbook Calendar

All College Meetings Calendar  
 Mentorship Program  
 Professional Milestones Symposium  
 FPD Contract System

FPD Events Calendar  
 Opening Days  
 Faculty Learning Communities  
 Sabbatical

Chancellor's Reports  
 FPDC Meetings

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		<b>Aug 1</b> Follow-up email to faculty leaders and Div/Area assistants re accuracy of All College Meetings Calendar draft				
	<b>Aug 7</b> Develop Fall Opening Day Evaluation w Institutional Office					
	<b>Aug 14</b> Request FPD Program Evaluation Results from IT			<b>Aug 17</b> Broadcast email to all faculty re Fall and Year long mentorship apps due Wed, Aug 23	<b>Aug 18</b> Fall Opening Day	
ONE			<b>Aug 23</b> Fall Mentorship apps due Year Mentorship apps due Draft agenda to Coordinator			

*Please offer revision suggestions*

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
TWO		<b>Aug 29</b> FLC Apps due to Facilitator	<b>Aug 30</b> FPDC Meeting Mentorship materials to FPDC for matching Discuss FPD Program Evaluation Results from IT		<b>Sep 1</b> Close Fall Opening Day Evaluation	
THREE	LABOR DAY		<b>Sep 6</b> Draft agenda to Coordinator		<b>Sep 8</b> Fall + Year Mentorship Orientation FLC Orientation	
FOUR			<b>Sep 13</b> FPDC Meeting Discuss Fall Opening Day Evaluation Establish Mentorship Workgroup Establish FLC Workgroup		<b>Sep 15</b> Fall + Year Mentorship Plans due FLC Plans due	

*Please offer revision suggestions*



WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
FIVE	<p><b>Sep 18</b> Mentorship Workgroup meets to offer revision requests for Plans FLC Workgroup meets to offer revision requests for Plans PT Faculty Fall proposed FPD Contracts due</p>		<p><b>Sep 20</b> Draft agenda to Coordinator Fall + Year Mentorship Revised Plans due FLC Revised Plans due</p>			
SIX	<p><b>Sep 25</b> FT Faculty Proposed FPD Contracts due</p>		<p><b>Sep 27</b> FPDC meeting Committee accepts Final Fall + Year Mentorship Plans Committee accepts Final FLC Plans</p>			
SEVEN	<p><b>Oct 2</b> Initial call for Professional Milestones broadcast to all faculty</p>		<p><b>Oct 4</b> Draft agenda to Coordinator</p>			
EIGHT	<p><b>Oct 9</b> Email call to all faculty for Spring Opening Day topics — Google Form</p>		<p><b>Oct 11</b> FPDC meeting Brainstorm Spring Opening Day</p>			

*Please offer revision suggestions*

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
NINE			<b>Oct 18</b> Draft agenda to Coordinator Fall Mentorship Mid-term Update due			
TEN			<b>Oct 25</b> FPDC meeting Discuss Spring Opening Day Discuss Fall Mentorship Mid-term Update Report dissolved Mentorships to Deans	<b>Oct 26</b> Contact potential presenters for Spring Opening Day		
ELEVEN			<b>Nov 1</b> Draft agenda to Coordinator	<b>Nov 2</b> Follow-up w potential presenters for Spring Opening Day		
TWELVE			<b>Nov 8</b> FPDC meeting Spring Opening Day Agenda Approval		<b>Nov 9</b> VETERANS DAY	<b>Nov 10</b> VETERANS DAY

*Please offer revision suggestions*

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
THIRTEEN	<p><b>Nov 13</b>                      Email call to FT Faculty for interest in Sabbatical for following year; notice to be sent to Senate Exec by Friday of Fall Week Sixteen                      1st Email reminder to PT Faculty that self reported FPD attendance and program eval due Friday, Dec 8</p>		<p><b>Nov 15</b>                      Draft agenda to Coordinator</p>		<p><b>Nov 17</b>                      Fall Mentorship Reflective Report due</p>	
FOURTEEN			<p><b>Nov 22</b>                      FPDC meeting                      Review Fall Mentorship Reflective Reports</p>	<p><b>Nov 23</b>                      THANKSGIVING</p>	<p><b>Nov 24</b>                      THANKSGIVING</p>	<p><b>Nov 25</b>                      THANKSGIVING</p>

*Please offer revision suggestions*

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
FIFTEEN	<p><b>Nov 27</b>                      Request the update to the FPD Proposal Form by the Tech Trainer                      Broadcast email to all faculty re FPD Proposal period open for following academic year                      Update and release FLC Proposal Google Form                      Broadcast email to all faculty re FLC Facilitator proposal period open for following academic year                      2nd Email reminder to all faculty that self reported FPD attendance and program eval due Friday, Dec 8</p>					

*Please offer revision suggestions*

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
SIXTEEN					<b>Dec 8</b> PT Faculty self report Fall FPD attendance due Statement of intent to apply for Sabbatical due to Senate Exec	
Intersession 1						
Intersession 2						
Intersession 3						
Intersession 4	<b>Jan 22</b> Draft Spring Opening Day Evaluation with Institutional Research Office; request launch Feb 2 and close Feb 16					
Intersession 5					<b>Feb 2</b> Spring Opening Day Sabbatical proposals with dean's signature due to Senate Office	

*Please offer revision suggestions*

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
ONE	<p><b>Feb 5</b>                      2nd call to all faculty re Professional Milestones                      Broadcast email to all faculty reminder of open FPD event proposal period, closes Tuesday, Mar 6                      Reminder FLC Facilitator proposal period open, closing Tues, Mar 6</p>	<p><b>Feb 6</b>                      FLC Mid-term Update due</p>	<p><b>Feb 7</b>                      Draft agenda to Coordinator                      Spring Mentorship apps due                      Year Mentorship Mid-term Update due</p>			
TWO			<p><b>Feb 14</b>                      FPDC meeting                      Committee matches Mentorships for Spring                      Review of Sabbatical Proposals                      Committee requests revisions for Sabbatical applications</p>	<p><b>Feb 15</b>                      Chair sends Sabbatical revision requests to authors                      Chair presents FPD event: Winning FPD Proposals</p>	<p><b>Feb 16</b>                      LINCOLN'S BDAY</p>	<p><b>Feb 17</b>                      LINCOLN'S BDAY</p>

*Please offer revision suggestions*

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
THREE	<b>Feb 19</b> WASHINGTON'S BDAY		<b>Feb 21</b> Draft agenda to Coordinator		<b>Feb 23</b> Spring Mentorship Orientation Sabbatical revision due to Senate Office	
FOUR			<b>Feb 28</b> FPDC meeting		<b>Mar 2</b> Spring Mentorship Plans due	
FIVE	<b>Mar 5</b> Mentorship Workgroup offers Spring Mentorship Plan revisions PT Faculty Spring FPD Proposed Contracts due	<b>Mar 6</b> FLC Facilitator proposals due FPD event proposal period closes today	<b>Mar 7</b> Draft agenda to Coordinator Spring Mentorship Final Plans due Format FPD Proposals for printing, then send to Copy Center for duplication 18 copies			
SIX	<b>Mar 12</b> Follow up w Professional Milestone Speakers		<b>Mar 14</b> FPDC meeting Committee accepts/rejects Spring Mentorship Plans Committee evaluates FPD proposals			

*Please offer revision suggestions*

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
SEVEN			<b>Mar 21</b> Draft agenda to Coordinator Draft of Professional Milestones agenda			
EIGHT			<b>Mar 28</b> FPDC meeting Committee continues to evaluate FPD proposals, request revisions Committee reviews draft of Professional Milestones agenda Committee begins to consider Fall Opening Day events Spring Mentorship Mid-term Update due	<b>Mar 29</b> Chair requests revisions to FPD proposals, due Tues, Apr 17		
SPRING BREAK			<b>Apr 4</b> Draft agenda to Coordinator			

*Please offer revision suggestions*



WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
NINE	<p><b>Apr 9</b> Follow-up with Professional Milestone speakers</p>		<p><b>Apr 11</b> FPDC meeting Committee continues to evaluate FPD proposals, request revisions Committee discusses Fall Opening Day Committee finalizes Professional Milestones agenda Committee homework: Create 8 workshops for Fall Opening Day</p>	<p><b>Apr 12</b> Chair requests revisions to FPD proposals, due Tues, Apr 17</p>		
TEN		<p><b>Apr 17</b> FPD proposal revisions due</p>	<p><b>Apr 18</b> Draft agenda to Coordinator</p>			

*Please offer revision suggestions*

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
ELEVEN	<p><b>Apr 23</b> Remind Professional Milestone speakers of Agenda and to bring snacks + two copies of their own events' FPD Sign-in Sheets Broadcast email to all campus re Professional Milestones</p>		<p><b>Apr 25</b> FPDC meeting Vote to accept FPD events for following academic year Draft Fall Opening Day workshops</p>	<p><b>Apr 26</b> Reach out to Fall Opening Day speakers</p>		
TWELVE	<p><b>Apr 30</b> Chair edits FPD events Broadcast email to all campus invitation to Professional Milestones Symposium on Friday</p>		<p><b>May 2</b> Draft agenda to Coordinator</p>		<p><b>May 4</b> Professional Milestones Symposium</p>	
THIRTEEN	<p><b>May 7</b> Thank you cards to Professional Milestones presenters 1st Email reminder to all faculty that self reported FPD attendance and program eval due Friday, May 18</p>		<p><b>May 9</b> FPDC meeting Committee votes on tentative Fall Opening Day presentations</p>			

*Please offer revision suggestions*

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
FOURTEEN	<p><b>May 14</b>                      Email Deans re successful Mentorships                      Email Deans re successful FLCs                      2nd Email reminder to all faculty that self reported FPD attendance and program eval due Friday, May 18</p>		<p><b>May 16</b>                      Draft agenda to Coordinator</p>		<p><b>May 18</b>                      Mentorship Symposium Breakfast                      FT and Spring PT Faculty self reported FPD attendance and program evaluation due</p>	
FIFTEEN	<p><b>May 21</b>                      Email faculty leaders + Division/Area assistants re All College Meeting Calendar Google Form for following academic year</p>		<p><b>May 23</b>                      FPDC meeting                      Committee reviews                      Mentorship Reflective Reports                      Committee reviews FLC                      Reflective Reports</p>			
SIXTEEN	<p><b>May 28</b>                      MEMORIAL DAY</p>				<p><b>Jun 1</b>                      FLEX Calendar Activity Survey due online to Chancellor's Office</p>	

*Please offer revision suggestions*

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					<b>Jun 15</b> FC-001 for FLEX Calendar with signatures due by mail to Chancellor's Office	

*Please offer revision suggestions*