



**ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE**

AGENDA

April 23, 2014

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. OPENING COMMENTS FROM THE CHAIR
3. OPEN COMMENTS FROM THE PUBLIC
4. APPROVAL OF MINUTES
 - a. April 9, 2014 FPD Minutes – to be provided
5. DISCUSSION ITEMS
 - a. FPD Technical Liaison Job Description – attachment
6. ACTION ITEMS
 - a. NISOD renewal (\$995) and 4C/SD (\$60)
 - b. Honors Options – Standard 3 Credit
 - c. 2014-2015 Presentation Submissions
7. OTHER
 - a. Review/Approve FPD Plans and Contracts
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
April 23, 2014
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

The Faculty Professional Development Committee meeting of April 23, 2014 was called to order at 2:03 p.m. by Dr. Irit Gat, Chair.

Dr. Gat extended her appreciation on behalf of herself and the FPD Committee, to Ms. Nancy Masters, for her support.

2. OPENING COMMENTS FROM THE CHAIR

None.

3. OPEN COMMENTS FROM THE PUBLIC

None.

4. APPROVAL OF MINUTES

a. April 9, 2014 FPD Minutes – to be provided

A motion made and seconded to approve the minutes of the April 9, 2014 Faculty Professional Development Committee meeting.

Motion carried with one (1) correction and one (1) abstention.

5. DISCUSSION ITEMS

a. FPD Technical Liaison Job Description – attachment

Dr. Gat led discussion regarding language for the job description and term limit for the FPD Technical Liaison position. Members agreed the position would hold a 3-year term, voting rights and no term limit. Duties include:

- 1) Advises the FPD committee regarding online FPD programs
- 2) Consults and helps with streamlining the FPD program (example: converting to online forms; input and help with providing technical application of scheduling program presentations for the year, etc.) in order to improve the FPD process with regard to efficiency and organization

The Technical Liaison job description will be agendaized as an Action item at the May 14, 2014 FPD committee meeting.

6. ACTION ITEMS

a. NISOD renewal (\$995) and 4C/SD (\$60)

A motion was made and seconded to approve payment of the NISOD renewal for 2014-15, and the 4C/SD invoice.

Motion carried with one (1) opposition and one (1) abstention.

b. Honors Options – Standard 3 Credit

A motion was made and seconded to approve the Honors Options for Standard 3 credit.

Members agreed the work qualifies as above and beyond and outside normal job duties, outside office hours, to mentor and advise students through Honors work. Faculty will sign the contract which will be approved by Mr. John Vento, Honors Program Coordinator, at the end of the academic year.

Motion carried with one (1) abstention.

c. 2014-2015 Presentation Submissions

A motion was made and seconded to approve Faculty Professional Development 2014-15 Faculty Professional Development event proposals.

- It was suggested a disclaimer be included in the FPD Handbook regarding all activities and presentations.
- Mr. Mark Hoffer agreed to work with and mentor Mr. Matthew Rainbow in regard to Mr. Rainbow's events.
- It was suggested the FPD committee present a list of items for Dr. Ed Beyer, Senate President, to address at Town Hall meetings.

Motion carried.

Ms. Nancy Masters will notify event facilitators of the approval of their proposals, via a group email.

7. OTHER

a. Review/Approve FPD Plans and Contracts

9. ADJOURNMENT

The Faculty Professional Development meeting of April 23, 2014, was adjourned at 3:10 p.m. by Dr. Irit Gat, Co-Chair.

MEMBERS PRESENT			
Dr. Irit Gat, Co-Chair	Jack Halliday	Mark Hoffer	Ty Mettler
Melanie Parker	Jackie Lott	Greg Krynen	LaDonna Trimble
Rona Brynin	Harish Rao	Jackie Lott	Cindy Walter
Dr. Magdalena Caproiu			
MEMBERS ABSENT			
Rae Agahari	Rosa Fuller	Dr. Tom O'Neil	Rick Shaw
Dr. Liette Bohler			

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Approved: May 14, 2014 Faculty Professional Development Meeting

FPD Technical Liaison Position description:

(3-year term, voting rights, no term limit)

1. Advises the FPD committee regarding on-line FPD programs
2. Consults and helps with streamlining the FPD program (eg, converting to on-line forms; input and help with providing technical application of scheduling program presentations for the year, etc.) in order to improve the FPD process with regard to efficiency and organization.