



**ANTELOPE VALLEY COLLEGE**  
**FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE**  
**November 17, 2010**  
**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. November 10, 2010 (attachment)
- 5. DISCUSSION**
  - a. FPD Proposal Form Revision/Update Feedback
- 6. ACTION ITEMS**

None
- 7. REPORTS**
  - a. Welcome Back Update on Coordinating Presenters
- 8. OTHER**
  - Review / Approve Plans / 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 MEETING  
November 17, 2010**

**1. CALL TO ORDER AND ROLL CALL**

Kathryn Mitchell, Faculty Professional Development Chair, called the meeting to order at 2:11 p.m.

**2. OPEN COMMENTS FROM THE CHAIR**

None

**3. OPEN COMMENTS FROM THE PUBLIC**

Gloria Kastner, Academic Senate Coordinator, provided a brief overview on the Faculty Professional Development breakout session presented at the 2010 Fall State Academic Senate Plenary Session. Overall, the AVC FPD Program is light years ahead of most community colleges. Out of a total of 122 community colleges, only five choose not to participate in the Flexible Calendar Program. The average program is five days with two colleges requiring fourteen professional development days. In participating in the breakout session it was evident many participants did not understand program requirements (i.e. reports due to Chancellor's Office) and funding apportionment differential for participating in the program. According to survey results, the penalty most colleges use for not fulfilling professional development requirements is docking pay and a deduction in service year in STRS (instead of awarding a faculty member a full year of service the time it is prorated based on the total hours missing i.e. 99.9%). The State Academic Senate has initiated a task force to collaborate on establishing a model which colleges can use as a template to develop programs. Several participants indicated the campus professional development program is not coordinated within the Senate but by the Union or other campus constituency. Panel members indicated the Board of Governors are supportive to allow faculty to perform professional development but will be holding local Senates accountable to ensure programmed activities adhere the Chancellor's Office guidelines. Some of the major issues which initiated the State Academic Senate initiating a taskforce are the lack of program goals and/or outcomes, as well as the inconsistency of requiring faculty to perform professional development based on the when flex days are scheduled regardless if faculty members are scheduled to teach on these particular days. Professional Development is required to be performed by all faculty per AB 1725 and is not based on scheduled flex days. The State Academic Senate Professional Development Taskforce will be creating a website which will include helpful links such as campus program forms, calendars, etc. The AVC FPD Program has addressed many of the issues discussed in the breakout session and committee members are performing an excellent job in ensuring all faculty participate in the program, as well as meeting Chancellor's Office requirements.

**4. APPROVAL OF MINUTES**

**a. November 10, 2010 (attachment)**

A motion was made and seconded to approve the November 10, 2010 FPD Committee minutes. Motion carried as corrected.

**5. DISCUSSION ITEMS**

**a. FPD Proposal Form Revision/Update Feedback**

Kathryn requested committee members review the FPD Proposal Form Guidelines/Directions and Form for revisions. Committee members engaged in discussion on revisions needed to the guidelines and directions to address committee/program requirements. Committee members were in consensus to highlight the last lines of the Faculty Academy and College Colloquia/Field Trip guidelines. Highlighting the last line in bold paragraphs may draw more attention so faculty are made aware of the importance of including specific language which speaks to hands on training,

direct interaction with the facilitator for faculty academy events, and activities that offer interdisciplinary perspectives for college colloquia events. The biography paragraph will be eliminated since this information is not utilized in the ranking or publication process as once anticipated. The budget paragraph will be revised to detail that due to the budget situation funding requests will not be approved until the committee budget is determined and reviewed in the fall semesters. The proposal submission date will be February 28, 2011.

In reviewing the proposal form there was a lively discussion regarding keeping the field trip opportunities open for approval. Ms. Jennifer Gross stated she understands the current trend of professional development activities are faculty academy based, although this should not negate the premise behind initiating professional development opportunities, which is to reinvigorate and enrich faculty. The committee should keep in mind the litigation fears are not the responsibility of the committee and by removing the opportunity for faculty to propose a future field trip would be a complete disservice to the overall program. Student success and enrichment is an effect of reinvigorated faculty. The committee should not simply agree to lie down and not offer cultural educational field trip opportunities. Part of the college's mission is to assist in creating an atmosphere where AVC students are more culturally aware. What impacts faculty to a larger degree are their daily experiences and offering professional development field trip activities demonstrates faculty's commitment to being an example of engaging in culturally diverse activities. Committee members were in consensus to revise the current field trip language and to include a special paragraph on off campus field trips which includes funding, transportation restrictions and general event requirements. Kathryn indicated she would work on revising specific field trip/off campus language for review and approval.

## **6. ACTION ITEMS**

None

## **7. REPORT**

### **a. Welcome Back Update on Coordinating Presenters**

Ms. Rosa Fuller reported the Superintendent/President, Dr. Jackie Fisher, has been contacted and agreed to participate in the general session. He will only require fifteen minutes of the established forty-five minutes general session. Several attempts have been made to schedule the Vice President of Administrative Services, Ms. Deborah Wallace, but no response has been received. Ms. Fuller stated additional attempts to schedule Ms. Wallace for the morning session will be made but the committee may want to consider alternate speakers for the morning session. It was suggested to include Mr. Woody Burns, ITS Network Tech, to describe and explain the cloud mechanism currently being established on campus. In addition, Ms. Fuller suggested contacting the Vice President of Human Resources, Mr. Shane Turner, to see if he would be interested in speaking at the morning general session. She will work on finalizing the morning session and provide a report at the next FPD meeting.

Ms. Jennifer Gross reported she attempted to contact Mr. Rodney Schilling and Mr. Nabeel Atique to see if they would be willing to participate in the Online Course Open House break out session. Neither faculty member responded to the email attempt and invitation; therefore, she is going to stick to the six faculty members that have already agreed to participate in the breakout session.

Mr. Ty Mettler reported he spoke with Ms. Melanie Parker and discussed the presentation format being requested by the committee. In addition, she was made aware that a presentation description will be needed to advertise the event. She indicated she will engage the Student Learning Outcomes Committee in discussion on the presentation outline and will provide a description for publicity purposes after discussions occur with SLO committee members.

Ms. Kathryn Mitchell reported the FPD presentation and roundtable needs to be coordinated. In reviewing the various topics the committee has agreed on being important presentation items there are six major items for the committee to cover. FPD Committee Roundtable topics include:

Chancellor’s Office Guidelines (presented by Ty Mettler and Mark Hoffer)

AVC’s FPD Guidelines and how they reflect the Chancellor’s Office Guidelines

Examples of other FPD Programs (presented by Rich Coffman and Jennifer Gross)

Proposal Process (include an example of a strong proposal submission) (presented by Rae Agahari and Magdalena Caproiu)

Evaluation guidelines and process

FPD website tour (emphasis on use of live FPD calendar) (Rosa Fuller and Rona Brynin)

Kathryn requested committee members to volunteer to provide a ten minute presentation on the area of their choice. She stated it is important for faculty to recognize the committee works collaboratively to address Chancellor’s Office requirements and campus needs, which is why the presentation should be a collaborative effort distributed among all committee members. The two remaining presentations will be filled at the next FPD Committee meeting.

**8. OTHER**

- Review / Approve Plans / Contracts – committee members reviewed and approved plans and contracts.

**9. ADJOURNMENT**

A motion was made and seconded to adjourn the November 17, 2010 Faculty Professional Development (Flex) Committee meeting at 3:30 p.m. Motion carried.

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