



**ANTELOPE VALLEY COLLEGE**  
**FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE**  
**November 30, 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. October 26, 2011 (attachment)
- 5. ACTION ITEMS**
  - a. Spring Welcome Back Day Agenda (attachment)
- 6. REPORT**
  - a. Online FPD Orientation
  - b. Guest Speaker Opportunity Feedback
  - c. FPD Help Desk Update
- 7. DISCUSSION ITEMS**

None
- 8. OTHER**
  - Review /Approve Plans/Contracts
- 9. ADJOURNMENT**

**NON-DISCRIMINATION POLICY**

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**ANTELOPE VALLEY COLLEGE  
FACULTY PROFESSIONAL DEVELOPMENT  
COMMITTEE MINUTES**

**November 30, 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 (FPD) Chair, called the November 30, 2011 FPD meeting to order at 2:20 p.m.

**2. OPENING COMMENTS FROM THE CHAIR**

- Ms. Mitchell extended her gratitude to FPD Committee members for their continued support and work performed during the fall semester.
- Ms. Mitchell reported she read the Student Success Task Force Recommendations and there was a great deal of information regarding professional development. The Task Force recommends removing professional development from faculty and allowing Administration to take over the responsibilities of professional development. In addition it is recommended that professional development activities concentrate on Basic Skill training, and incorporate mandatory days to streamline the overall professional development process. Ms. Mitchell indicated after reading the recommendations she sent her concerns and feedback to Christos Valiotis, Academic Senate President, and Dr. Susan Lowry, AVCFT President to include in feedback sent from the Senate and Union. One area she emphasized was maintaining a professional development program that is faculty driven. Committee members were encouraged to read the document and submit feedback since any changes would potentially impact the work performed in regards to professional development.
- Ms. Mitchell reported she is working on drafting a letter to accompany the 2012 – 2013 Faculty Professional Development Proposal call which will include the suggestions provided by committee members. The letter should be ready for distribution prior to the holiday break.

**3. OPEN COMMENTS FROM THE PUBLIC**

None

**4. APPROVAL OF MINUTES**

**a. November 9, 2011 *incorrectly reflected as October 26, 2011* (attachment)**

A motion was made and seconded to approve the November 9, 2011 FPD meeting minutes. Motion carried as corrected.

**5. ACTION ITEMS**

**a. Spring 2012 Welcome Back Day (attachment)**

A motion was made and seconded to approve the Spring 2012 Welcome Back Day agenda. Ms. Mitchell reported the following presentations have been confirmed: Basic Skills, Classroom Safety, SLO, and Online Teaching Techniques. The Union/STRS presentation will have to be replaced with the alternate DETC/ITS session, although a confirmation for this replacement has not been received. If this session does not confirm in a timely manner then an alternate presentation will have to be coordinated during the break (i.e. FPD session or Emergency Preparedness as discussed at the November 9, 2011 FPD meeting.) Motion carried.

**6. REPORT**

**a. Online FPD Orientation**

Subgroup members they were looking into various methods to incorporate an online FPD Orientation for faculty. Ms. Rona Brynin established a meeting with Mr. Joseph West to discuss the work required to create a podcast with the established slides used at the FPD breakout session during the spring 2010 Welcome Back Day (WBD). Mr. Ty Mettler indicated he reviewed the slides used during the 2010 WBD and felt besides minimal updates needed the information incorporated would fit nicely in a faculty orientation on the FPD program. Ms. Fuller stated there are two campus Professors who've incorporated both a PowerPoint type podcast and video tutorial. Both will require work and research on how easy or difficult an online orientation will be to create.

**b. Guest Speaker Opportunity Feedback**

Mr. Harish Rao indicated he researched guest speaker opportunities and compared prices. The guest speaker information provided at the previous meeting seems to be the cheapest in price for booking guest speakers. Ms. Mitchell indicated the FPD Committee does not have funds to contract a guest speaker for the current program year but this is something the committee should consider for the upcoming program year. It may be a good idea for committee members to research possibly collaborating with another group on campus. Committee members were encouraged to continue researching possibilities of guest speakers and collaborative opportunities on campus.

**c. FPD Help Desk Update**

Ms. Mitchell stated she spoke with Mr. Calvin Madlock, ITS Director, and he wasn't too enthusiastic about assisting the committee in establishing a help desk and haven't received any further feedback on the issue since their initial conversation. He did not elaborate on his concerns but she believes he is stuck on the help desk model that currently exists with ITS. The committee is not looking at establishing a means to man a desk to answer question simply establish a process where committee members can become actively involved in faculty inquiries regarding the FPD program by answering any telephone or email inquiries.

**7. DISCUSSION ITEMS**

None

**8. OTHER**

- Review / Approve Plans and/or Contracts

**9. ADJOURNMENT**

A motion was made and seconded to adjourn the November 30, 2011 Faculty Professional Development (Flex) Committee meeting at 2:55 p.m. Motion carried.

MEMBERS PRESENT		ABSENT MEMBERS	
Rae Agahari	Jackie Lott	Jennifer Gross	Scott Tuss
Rona Brynin	Tim Lynskey	Mark Hoffer	LaDonna Trimble
Magdalena Caproiu	Ty Mettler	Sharon Lowry	<i>Vacant ASO Rep.</i>
Richard Coffman	Kathryn Mitchell	Jack Halliday	<i>Vacant Confidential Mngmt. Union Rep.</i>
Rosa Fuller	Harish Rao	Linda Noteboom	
Cindy Lehman			



ANTELOPE VALLEY COLLEGE

# Spring 2012 Welcome Back Agenda

Friday, February 3, 2012  
Performing Arts Theatre

General Session 8:00 – 8:45 a.m.  
Faculty Workshops 9:00 a.m. – 3:00 p.m.

## GENERAL SESSION

8:00 – 8:45 a.m.

General Session – Topic??

Dr. Jackie Fisher, Sr.  
Superintendent/President

### BREAK

## FACULTY WORKSHOPS

### Session I

9:00 – 10:30 a.m.

- A. Basic Skills
- B. Classroom Safety

Agnes Jose-Eguaras  
Jessica Harper, et al

### BREAK

### Session II

10:45 a.m. – 12:15 p.m.

- A. STRs/Union
- B. DETC/ITS

Rick Balogh/Calvin Madlock

**LUNCH BREAK – 12:20 p.m. – 1:30 p.m.**

### Session III

1:30 – 3:00 p.m.

- A. SLO/PLO Assessment Training

SLO Committee