



# Faculty Professional Development Committee Agenda

Wednesday, March 9, 2016  
2:00 p.m. – 3:30 p.m.  
L-201

**COMMITTEE MEMBERS**

- Kathryn Mitchell, Faculty Co-Chair
- Dr. Bonnie Suderman, Co-Chair
- LaDonna Trimble, Administrative Member
- Dr. Tom O’Neil, Administrative Member
- Leslie Baker, Faculty Member
- Dr. Rona Brynin, Faculty Member
- Dr. Magdalena Caproiu, Faculty Member
- Jack Halliday, Faculty Member
- Mark Hoffer, Faculty Member
- Darcel Jarrett-Bowles, Faculty Member
- Dr. Liette Bohler, Tenure Evaluation Coordinator
- Greg Krynen, Technical Liaison
- Jackie Lott, Faculty Union Rep
- Ty Mettler, Faculty Member
- Melanie Parker, Faculty Member
- Susan Snyder, Faculty Member
- Dr. Darcy Wiewall, Faculty Member

Items	Person	Action
I. Opening Comments from the Co-Chair	K Mitchell	
II. Open Comments from the Public		
III. Approval of Minutes	All	a. February 24, 2016 FPDC Minutes (attachment)
IV. Discussion Items	B Suderman K Mitchell	a. Proposal Criteria (attachment) b. Gray Areas in the Standards c. Credit for Cancelled/Changed Presentations d. New Employee Guidelines
V. Action Items	K Mitchell	a. Sabbatical Request
VI. Adjournment		



**ANTELOPE VALLEY COLLEGE**

**MEETING DATES**

September 9, 2015

September 23, 2015

October 14, 2015

October 28, 2015

~~November 11, 2015~~ HOLIDAY

November 25, 2015

February 10, 2016

February 24, 2016

March 9, 2016

March 23, 2016

April 13, 2016

April 27, 2016

May 11, 2016

May 25, 2016 (if needed)



# Faculty Professional Development Committee Minutes

Wednesday, March 9, 2016  
2:00 p.m. – 3:30 p.m.  
L-201

**COMMITTEE MEMBERS**

- Kathryn Mitchell, Faculty Co-Chair
- Dr. Bonnie Suderman, Co-Chair - ABSENT
- LaDonna Trimble, Administrative Member
- Dr. Tom O’Neil, Administrative Member
- Leslie Baker, Faculty Member
- Dr. Rona Brynin, Faculty Member
- Dr. Magdalena Caproiu, Faculty Member
- Jack Halliday, Faculty Member
- Mark Hoffer, Faculty Member
- Darcel Jarrett-Bowles, Faculty Member
- Dr. Liette Bohler, Tenure Evaluation Coordinator
- Greg Krynen, Technical Liaison - ABSENT
- Jackie Lott, Faculty Union Rep
- Ty Mettler, Faculty Member
- Melanie Parker, Faculty Member
- Susan Snyder, Faculty Member
- Dr. Darcy Wiewall, Faculty Member

Items	Person	Action
I. Opening Comments from the Co-Chair	K Mitchell	<ul style="list-style-type: none"> <li>• Kathryn Mitchell reported a solution to reporting the 12-hr assessment obligation. A menu link has been added to the contract reporting system for full-time faculty. It links to the contract with guidelines, separate from self-reporting attendance. Kathryn will send out an email to explain what and where it is.</li> <li>• Kathryn asked members to remind faculty to take the FPD program survey.</li> </ul>
II. Open Comments from the Public		
III. Approval of Minutes	All	a. February 24, 2016 FPDC Minutes (attachment) <i>A motion was made and seconded to approve minutes of the February 24, 2016 FPDC meeting. Motion carried unanimously; one (1) correction.</i>
IV. Discussion Items	K Mitchell	a. Proposal Criteria (attachment) 62 proposals received, not including Greg Krynen’s (95 in 2014-15). Members discussed low attendance at events. Jackie Lott will report back



ANTELOPE VALLEY COLLEGE

		<p>with attendance numbers. Kathryn noted the program has become stagnant. A smaller program is an option, considering the reduction to a 48-hour flex obligation.</p> <p>Members discussed whether to accept two (2) late proposals from Rich Sim &amp; Genie Trow (2-3 each).</p> <p>Consensus was not to extend deadline for proposals.</p> <p>Greg Krynen will send the proposal list for review. Members will identify those that do not fit into the program. Kathryn will speak with Dr. Ed Beyer to see what to do about cancelled events. Proposals will not be ranked.</p> <p>b. Gray Areas in the Standards Members discussed gray areas of professional development. A faculty member requested flex credit for listening to discipline podcasts. Consensus was not to award flex credit as there is no proof of participation.</p> <p>c. Credit for Cancelled/Changed Presentations President’s Coffee Chat moved to separate date and location but the change was not reflected on the flex calendar. Although announcements were made via email regarding the change, an adjunct faculty member asking for flex credit commuted from the valley to attend at the location and time listed on the calendar. Consensus was not to award flex credit.</p> <p>d. New Employee Guidelines Divisions hired new faculty in spring 2016. Many new hires missed the orientation and are asking about the flex program. Kathryn developed an FPD New Employee Guide. Members reviewed the new form which will come back for action at the March 23, 2016 meeting. The final document will be published on the FPD website.</p>
V. Action Items	K Mitchell	<p>a. Sabbatical Request <i>A motion was made and seconded to approve the addendum from Santi Tafarella regarding his sabbatical request.</i></p>



ANTELOPE VALLEY COLLEGE

		<p>Members reviewed the response from Santi Tafarella regarding his sabbatical request.</p> <ul style="list-style-type: none"> <li>• <b>Members agreed enforcement is needed to inform applicants a formal presentation is required once the sabbatical is completed. The sabbatical request form will be updated to reflect this.</b></li> </ul> <p>Sabbatical recipients are required to make a presentation to the Board. Members discussed having them present on Faculty Recognition Day.</p> <p><i>Motion carried unanimously.</i></p>
VI. Adjournment	K Mitchell	The Faculty Professional Development Committee meeting of March 9, 2016 was adjourned at 3:20 p.m.

<p><b>MEETING DATES</b></p> <p>September 9, 2015</p> <p>September 23, 2015</p> <p>October 14, 2015</p> <p>October 28, 2015</p> <p><del>November 11, 2015</del> HOLIDAY</p> <p>November 25, 2015</p> <p>February 10, 2016</p> <p>February 24, 2016</p> <p>March 9, 2016</p> <p>March 23, 2016</p> <p>April 13, 2016</p> <p>April 27, 2016</p> <p>May 11, 2016</p> <p>May 25, 2016 (if needed)</p>
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## FPD Proposal Ranking Process

Check all that apply:

<input type="checkbox"/>	Improves student learning and retention through focusing on instructional strategies, techniques, and support services
<input type="checkbox"/>	Encourages development of teaching and assessment methods with new educational technologies
<input type="checkbox"/>	Enhances lifelong learning skills by examining culturally diverse perspectives in the arts, sciences, and humanities
<input type="checkbox"/>	Supports the AVC mission and ILOs, which includes solving problems using oral and written communication, critical thinking, listening skills, and teamwork
<input type="checkbox"/>	Has a workshop/hands on/interactive component
<input type="checkbox"/>	Promotes faculty interaction, collegiality, and professional growth often through interdisciplinary collaboration.

\_\_\_\_\_ Total