



ANTELOPE VALLEY COLLEGE

Faculty Professional Development Committee Revised Agenda

Wednesday, October 25, 2017

L-201

2:15 - 3:45 p.m.

Type of Meeting: Regular
Note Taker: Kristine Oliveira
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 Chairs	Kristine Oliveira	
II. Open comments from the Public		



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III. Approval of Minutes	Kristine Oliveira	a. October 11, 2017
IV. Discussion Items	Kristine Oliveira	a. Updates on Goals 1. Mentorship Program (attachment) 2. CTX/CETL Inquiry Group 3. Digital FPD Event Evaluation 4. Faculty Learning Communities b. FPD Events Calendar (attachment) c. ASCCC Course on teaching incarcerated students d. Move Nov 22 meeting to Nov 28 e. Request from DETC to present
V. Action Items		a. ASCCC Course on teaching incarcerated students b. Move Nov 22 meeting to Nov 28
VI. Information Items	Kristine Oliveira	a. Classified Representative b. Important dates to share with colleagues: 1. Monday, Dec 4: Email intent to apply for Sabbatical due to Senate Office to Nancy Masters 2. Friday, Feb 2: Sabbatical applications are due to the Senate Office to Nancy Masters
Next Meeting Date November 8, 2017		



ANTELOPE VALLEY COLLEGE

Faculty Professional Development Committee Minutes

Wednesday, October 25, 2017

L-201

2:15 - 3:45 p.m.

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Note Taker: Kristine Oliveira
Please Review/Bring: Agenda packet

COMMITTEE MEMBERS

- Kristine Oliveira, Chair
- Duane Rumsey, Administrative Council Member
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Items	Person	Action
Opening Comments from the Chairs	Kristine Oliveira	
Open comments from the Public		

Approved: Faculty Professional Development Committee Meeting of November 29, 2017



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Approval of Agenda	Kristine Oliveira	A motion was made and seconded to amend the agenda to move the next meeting to November 29, 2017. <i>Motion carried unanimously.</i>
Approval of Minutes	Kristine Oliveira	October 11, 2017 (postponed)
Discussion Items	Kristine Oliveira	<p>A. Updates on Goals</p> <ol style="list-style-type: none"> 1. Mentorship: <ul style="list-style-type: none"> • Committee requests a flyer in the mailroom with the basic information about the program and the timeline. • Committee members agree that they will take the flyer to their division meetings • Spring Mentorship applications are due on Wednesday, Feb 7. 2. CTX/CETL Inquiry Group Still collecting responses from the listserv 3. Digital FPD Event Evaluation <ul style="list-style-type: none"> • Kahoot! Has a registration requirement in order to use their service, and that is one too many obstacles that will inhibit its use • Survey Monkey can be useful, but we would have to buy our own Premium membership or use the college's membership, which would mean that we would have to go through the Senate Exec or Institutional Research for the creation and revision of the survey as well as for data collection. We want control over the data. • Google Forms is free and we would be able to pass the form on to the next committee Chair. The problem is that faculty will need to input the data from the event into the Form because there are so many events that spring up in the FPD program calendar that are outside of our control. It was suggested that we give every event an identification number, an FPD-ID. Faculty could just use the FPD-ID instead of typing all of the event information. There are a few faculty who want to use paper event evaluations. Event evaluations are easier for the faculty to fill out, but no one on the committee has volunteered to manage the data. 4. Faculty Learning Communities Mark brought in the book, <i>Developing Faculty Learning Communities at Two-year Colleges</i> (Sipple and Lightner), and shared the table of contents. It was suggested that we consider purchasing the book for interested members of the committee. <p>B. FPD Events Calendar: Is it possible to add Standard 1 events for Division pedagogy event within the year, outside of the spring-time event proposal period. We have umbrella agreements with the Chancellor's office, with Student Equity, and with Basic Skills. Do we have this agreement with other areas? What enables us to allow those types of</p>



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		<p>agreements with those groups? Rona and Denise will look into those answers.</p> <p>C. ASCCC Course on teaching incarcerated students: Answers from Cathy Hart: There are four modules in the Canvas course. It takes between 2 - 4 hours to complete the entire course. The course is geared toward both full time and part time faculty who are considering teaching in the prison or for those who are willing to teach incarcerated students. It could also be exploratory for any faculty member. There is no cost for the course, and it is sponsored by the Chancellor's office. It is not funded by CDCR.</p> <p>D. Move Nov 22 meeting to Nov 29 The committee decided to move the last meeting of the month to the week after Thanksgiving, instead of keeping it on the day before the holiday.</p> <p>E. Request from DETC to present Perry Jehlicka would like to present to the committee on Nov 29. He will be bringing a new program to the committee that will be launched by DETC in the Spring.</p>
VI. Action Items		<p>A. ASCCC Course on teaching incarcerated students as Standard 1 event <i>A motion was made and seconded to approve the ASCCC Course on teaching incarcerated students as a Standard 1 event. Motion carried unanimously.</i></p> <p>B. Move Nov 22 meeting to Nov 29 <i>A motion was made and seconded to move the November 22, 2017 meeting to November 29, 2017. Motion carried unanimously.</i></p>
VII. Information Items	Kristine Oliveira	<p>A. Classified Representative: The position is vacant again.</p> <p>B. Important dates to share with colleagues:</p> <ul style="list-style-type: none"> • Mon Dec 4: Email intent to apply for Sabbatical is due to the Senate Office • Fri Feb 2: Sabbatical applications are due to the Senate office
Next Meeting: November 28, 2017		<p>The Faculty Professional Development Committee meeting of October 25, 2017 was adjourned at 3:39 p.m. by Kristine Oliveira, Chair.</p>

FPD Faculty Mentorship Program Steps and Timelines

Faculty Mentorship Program Steps

1. Applications Due
2. Program Orientation
3. Mentorship Plan Due
4. Mid-term Update Due
5. Reflective Report Due
6. Mentorship Symposium Breakfast

Faculty Mentorship Program Timelines, Weekly

		FALL																SPRING															
		Opening Week																Opening Week															
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
FALL		1	2 3										4 5																				
SPRING																	1	2 3								4 5		6					
YEAR		1	2 3										4							5 6													

Timeline dates are approximate and are adjusted each academic year in order to coincide with the FPD Committee meeting dates.



Kristine Oliveira <koliveira@avc.edu>

Division concerns

Rona Brynin <rbrynin@avc.edu>

Mon, Oct 16, 2017 at 4:36 PM

To: Kristine Oliveira <koliveira@avc.edu>

hi Kristine

i just had a Division mtg, a concern/question came up from nursing faculty. They would like to know if there was a way to extend the proposal deadline and even better, is there a way to submit proposals twice per year rather than once.

so for example, submit end of fall for spring events.

an instructor mentioned they are working with nursing consultants to improve test writing, they would like to make that a Std 1 event, but they only now found out about it. if they had a spring submission then Std 1 could be possible.

another complaint along these lines it seems events fall off after February, and if they could submit late Fall for spring perhaps there would be events later in the spring term.

with 60 hours required, we need more events spread out throughout the year.

can this be added to the agenda for the next mtg? thank you!

Rona Brynin, M.S., D.C.

Nutrition Professor

HS142

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