



**ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE**

AGENDA

April 24, 2013

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 10, 2013 Minutes (attachment)**
- 5. ACTION ITEMS**
 - a. Standard 3 Revision**
 - b. 2012-2013 Faculty Professional Development Program**
 - c. 4C/SD Renewal**
- 6. REPORTS**
- 7. DISCUSSION ITEMS**
 - a. Honor's Option/Mentor Guidelines**
 - b. 2013 Fall Welcome Back Day**
- 8. OTHER**
 - Review/Approve Adjunct Faculty Flex Plans**
- 9. ADJOURNMENT**

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ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE
MINUTES
April 24, 2013
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 April 24, 2013 Faculty Professional Development Committee meeting was called to order at 2:05 p.m. by Ms. Kathryn Mitchell, Chair.

2. OPENING COMMENTS FROM THE CHAIR

Ms. Kathryn Mitchell reported receiving a call the previous evening regarding Faculty Recognition Day and asking if she was aware that alcohol was included in the event. Ms. Mitchell stated she was unaware of the issue until the call, and did not appreciate being bypassed in the decision to have alcohol present at an event on campus that awarded Flex credit. Ms. Mitchell explained that because Faculty Recognition Day awards Standard 1 credit, she must acquire approval by the Chancellor's office. Members discussed various other on-campus activities that award Flex credit – mainly events at the Performing Arts Theatre. Ms. Jackie Lott noted the oversight was unintentional. Ms. Rosa Fuller advised taking into account the coordinator is new to the activity and possibly unaware of the procedures involved in carrying out such an event.

Ms. Mitchell reiterated that as the Faculty Professional Development Chair, it is her responsibility to ensure all Flex activities remain within the guidelines and endorsement of the Chancellor and mindful of Accreditation. She is checking with the Chancellor's office now and will report back her findings.

3. OPEN COMMENTS FROM THE PUBLIC

None.

4. APPROVAL OF MINUTES

a. April 10, 2013 Minutes

A motion was made and seconded to approve the minutes of the April 10, 2013 Faculty Professional Development Committee minutes. Motion carried.

5. ACTION ITEMS

a. Standard 3 Revision (attachment)

A motion was made and seconded to approve the Standard 3 Revision.

Members reviewed the Standard 3 revision. Suggestions were made and noted. The final revision will be created and posted as a fill-in document. It was agreed that the new College Success Committee should be under Shared-Governance.

Motion carried with suggested changes.

b. 2013-2014 Faculty Professional Development (FPD) Program

A motion was made and seconded to approve the 2013-2014 Faculty Professional Development programs proposals.

Discussion was made regarding the *A Spirited Evening with David Whitman* proposal that incorporated wine tasting. Ms. Mitchell explained that approval was based on working out issues regarding having alcoholic beverages on campus. Mr. Tim Lynskey stated he will speak to the facilitator of the proposal. Members questioned whether a waiver would solve the

Approved: May 8, 2013 Faculty Professional Development Meeting

liability issue. Dr. Richard Coffman noted that Flex activities could not charge admission, unless held off campus. A concern was made regarding the activity open to the public, therefore the possibility of minors present.

Ms. Jackie Lott suggested making it a non-alcoholic activity and exclude wine tasting. It was suggested the event be held off campus to resolve numerous issues. Ms. Mitchell addressed the possibility of no wine, but a compilation of a lecture on the history and growth of grapes and production of wine, the economic aspect, and the future vocational and education opportunities of growing grapes. Dr. Tom O'Neil addressed the purpose of the proposal - the training of the palette and learning the different tastes and different experiences of a variety of wines.

It was decided that Ms. Mitchell would seek counsel from the Chancellor's office and Ms. Sharon Lowry, Vice President of Academic Affairs.

Item tabled.

The motion was modified to approve the 2013-2014 Faculty Professional Development proposals with the exception of A Spirited Evening with David Whiteman. Motion was seconded.

Motion carried.

c. 4C/SD Renewal (attachment to be provided)

A motion was made and seconded to approve the \$50 invoice to continue Faculty Professional Development membership to 4C/SD – CCC support for staff and organizational development. Motion carried.

6. REPORTS

None.

7. DISCUSSION ITEMS

a. Honor's Option /Mentor Guidelines

Ms. Mitchell discussed the request of a faculty member to receive Flex credit for honor's options for Honor students. She explained that faculty has made the request numerous times and the FPD Committee has always denied. It was suggested that a faculty member obtain an endorsement from the Honors Committee. Dr. O'Neil suggested seeking the opinion of Mrs. Sharon Lowry, Vice President of Academic Affairs. It was agreed that it is faculty's option to accept honors options, and that by granting the request would set precedence. Mr. Harish Rao suggested the faculty member seek a stipend.

Nancy Masters, Senate Coordinator, presented the Flex plan that was approved by the Flex committee. Ms. Mitchell stated that since the Plan was already approved, the request would be granted for the 2012-2013 academic year only, and that any future requests would be denied. Ms. Mitchell will notify the faculty member that future requests for flex credit for honor's options would not be accepted.

b. 2013 Fall Welcome Back Day

Members discussed the upcoming 2013 Fall Welcome Back Day. The following topics were suggested for breakout sessions:

Student Success Act of 2012 – Newton Chelette/Student Success Committee
Scorecard & Accreditation – Tina McDermott
Distance Education Blackboard Training & Resources – Dr. Nancy Bednar
Union

1) Know Your Contract

2) STRS

Student Learning Outcomes (Dr. Fredy Aviles)

MOOCs -

Facilities Update

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Student Discipline
 Career Declaration – Partnerships to expose students to careers.
 Career Tools for Faculty
 Career Pathways
 Actions Plans (rather than SLOs)
 CurricUNET & Weave
 Overview of Flex
 Student Development – Dr. Jill Zimmerman
 Basic Skills – Agnes Jose-Eguaras

Ms. Mitchell will look at the schedule and narrow down the list, and will contact facilitators for the final categories.

8. OTHER

Review/Approve Adjunct Faculty Flex Plans

Members reviewed and approved Flex Contracts.

9. ADJOURNMENT

The Faculty Professional Development Committee meeting of April 24, 2013, was adjourned at 3:58 p.m. by Ms. Kathryn Mitchell, Chair.

MEMBERS PRESENT			
Kathryn Mitchell, Chair	Dr. Magdalena Caproiu	Jackie Lott	Dr. Tom O'Neil
Rae Agahari	Dr. Richard Coffman	Tim Lynskey	
Dr. Liette Bohler	Rosa Fuller	Ty Mettler	
Rona Brynin	Mark Hoffer	Harish Rao	
MEMBERS ABSENT			
LaDonna Trimble			

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