

**Faculty Development**

**Standing College Committee**

**Wednesday, January, 19, 2011 2:30PM-4:00PM**

**A138**

Makes recommendations on the direction and evaluation of professional development activities for full-time and part-time faculty:

* Define an annual theme for campus Professional Development tied to one or more of the college’s institutional effectiveness

goals, set annual goals for professional development activities, and evaluate effectiveness of each year’s program;

* Evaluate new faculty orientation
* Plan and implement Fall Flex Week activities;
* Plan and implement year-round Flex opportunities, including Teaching/Learning Lunches; and
* If funds are available, administer, allocate funding, and evaluate the results of an annual professional development mini-grant

program.

**MEMBERSHIP/ATTENDANCE**

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|  | **MEMBER** | **Initials** |  | **MEMBER** | **Initials** |
| **Co-Chair Dean** | Lori Bennett | **X** | **Co-Chair Faculty** | Leeann Mulville | X |
| **Language/Learning Res.**  **Computer Studies** | Kathryn Adams  Faten Habib  Mary Mills | **X**  **X**  **X** | **Dean** | Julius Sokenu |  |
| **Mathematics and Physical Sciences** | Brendan Purdy | **X** | **NFO Facilitators** | Helga Winkler  Tim Stewart | X  X |
| **Applied and Social Sciences** | Julie Campbell | **X** | **Arts/Media/Education/Enrollment**  **Services** | Stephanie Bluestein |  |
|  |  |  | **Performing Arts/Student Life** | Judi Gould | X |
| **Instructional Technology** | Ashley Chelonis | **X** | **Life and Health Sciences** | Argie Clifford |  |
| **ASC** | Mary Mills  Riley Dwyer | **X** | **GUESTS** | Rena Petrello  Sydney Sims  Inajane Nicklas | X  X  X |

**MINUTES**

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| **CALL TO ORDER** |  |
| 2:30 Members Introductions | Completed |
| 2:35 Nov. Minutes Approval | Approved by vote |
| 2:40 Guest Comments | Refer Discussion/Action |
| **COMMITTEE BUSINESS** | **DISCUSSION/ACTION** |
| 2:45  Technology Training Update “Coffee Breaks”/ Meeting Faculty Development Goals – Rena Petrello, Ashley Chelonis and Helga Winkler | Rena Petrello requested that the Alternative Delivery Committees “DE Coffee Break” training and update presentations come under the umbrella of Faculty Development. Discussion supported the request as a Faculty Development opportunity that should be linked to the Faculty Development Web page and advertised as a Faculty Development Flex activity.  Committee voted and approved the request. Ashley and Leeann follow up with linking to Faculty Development web page. |
| 3:00 Spring Flex Activities  “Magic In Teaching Series” first presentation January 28th update - Argie Clifford and Kathryn Adams    Future presentations:   * Sabbatical projects of Svetlana Kasalovic (Design Based Learning) and Nils Slathum (Discussion). Small Faculty Development Discussion Groups. * SLO Training * Funding of DE Webinar - “How to Balance Online Learner Needs and Instructor Workload” requested by Joanna Miller | Agenda for first “Magic in Teaching”:  Introduction will be Lori Bennett, Update on Faculty Development support sites and web page will be Ashley Chelonis. Kudos program will be introduced by Leeann Mulville. Kathryn and Argie will facilitate the seminar.  Committee supports having Sabbatical projects presented to faculty as part of the Magic in Learning series as well as panel discussion on all Sabbaticals during Fall Flex. Leeann will contact Nils and Svetlana requesting presentations. Faten was requested to present during Fall Flex.  Extended discussion relative to SLO training – Lori Bennett requested committee feedback relative to presenting a SLO training seminar as part of the Magic in Teaching Series. She reported that SLO’s must be in place for audit by 2012 and faculty needs to be trained relative to the SLO rubric and outcomes. Helga commented that the SLO training should be part of Division Meetings and Kathryn suggested that SLO’S need to be Institutionalized to fit our own campus faculty needs. Decided to sponsor flex activity in SLO training prior to end of semester so as to institutionalize the program and comply with requirements.  Funding request for Webinar will not be funded at this time. ($249 or $269 if archived for three days) Although the topic is timely the presentation date is too soon to advertise for cost effectiveness. Leeann will provide Joanna Miller with the committee’s decision and request forwarding of any future webinars to the committee for consideration. |
| 3:20  Follow up discussion on Best Practices resource Web site presented by Inajane Nickolas to be posted on the Faculty Development link and advertised to faculty.  Lynda.com – Faculty reminder | SMART will be on Faculty Development web page linked through McShare.  Linda.com will be advertised and linked on Faculty Development web page.  Teaching for Success.com will be added to the Faculty Development web page link advertising user name and password.  All resource sites will be announced to faculty attending the first Magic in Teaching Seminar |
| 3:30  “Kudos Recognition Program” – Sydney Sims | Sydney Sims requested that the faculty development committee reinstate the “kudos” awards program where faculty can recognize colleagues work and support with a monthly certificate of appreciation and a small candy bar token award. Committee voted and agreed to sponsor the program.  Lori commented that the nomination forms were one page fill in the blank decorative pages that faculty development committee members would collect from central location, attach candy bar to and then distribute to nominees mail boxes. Forms will be available by faculty mail boxes in Administration and the committee will share duties for distribution by month. Lori will provide paper for certificate and candy.  Leeann will announce to faculty the reinstatement of the Faculty Development sponsored program by e-mail/all users by February 1st or as soon as the form becomes available.  Monthly sign up:  Leeann – February  Judi – March  Kathryn – May  Ashley – June  Brandon – July  Leeann - August |
| 3:40  NFO Draft Course Outlines – Tim Stewart and Helga Winkler | Tim provided NFO outcomes, course content and activities for committee review. Course outline presentation and review was tabled – will be first on February agenda |
| 3:50  Fall Flex Planning discussion | Continue with SLO training as well as faculty presentations of Sabbaticals. Committee will begin compiling presentations for the Fall Flex week. |
| 4:00  Adjourn | *NEXT MEETING February 16 Room A138* |