



**Faculty Professional Development
Committee Minutes**

November 10, 2021

2:30 p.m. to 4 p.m.

Location: Zoom 971 6381 7114

COMMITTEE MEMBERS

Rosa Brambila Fuller, Faculty Co-chair
 Isabelle Saber, Administrative Council Member – **ABSENT (Cathy Hart, proxy, PRESENT)**
 Kathryn Mitchell, Administrative Council Member
 VACANT – Administrative Council Member
 Walter Briggs, Faculty Member
 Jane Bowers, Faculty Member
 Dr. Rona Brynin, Faculty Member
 Dr. Barbara Fredette, Faculty Member
 Mark Hoffer, Faculty Member
 Dr. Zia Nisani, Faculty Member
 Tyrone Mettler, Faculty Member
 Kimberly Sennett, Faculty Member
 John Wanko, Faculty Member
 VACANT – Faculty Member
 Tina McDermott, Tenure Evaluation Coordinator – **ABSENT**
 Greg Krynen, Technical Liaison
 Kathy Osburn, Faculty Union Rep – **ABSENT (Gabrielle Poorman, proxy, PRESENT)**
 James Nasipak, Confidential Management/Supervisory/Administrators
 Gwenn Preston, Classified Representative – **ABSENT**
 Sawsan Farrukh, Adjunct Representative – **ABSENT**

Items	Action
I. Opening Comments from Faculty Co-chair	Welcome
II. Open comments from the Public	<i>Cathy Hart, proxy for Isabelle Saber, expressed the VP's desire to address the Spring Welcome Back Day agenda and faculty engagement programs (FEPs).</i>
III. Approval of Agenda	<i>Approved, unanimous</i>
IV. Approval of Minutes	A. October 27, 2021 FPDC Meeting minutes taken by B. Fredette <i>Approved, unanimous, with wording change in V. Discussion Items, D. a., regarding an accidental overlap of general FPD and FEP-specific items.</i>

V. Discussion Items

A. Spring Welcome Back agenda 01-07-22

Gabrielle Poorman, proxy for Kathy Osburn, read a message from Osburn: "Diversity and inclusion are paramount to all of us here at AVC. As such, on Spring Welcome Back Day, a speaker will be conducting a session on diversity, equity, and inclusion in hiring committees. It will be a general session in the theater for all faculty and staff. We cannot have any break-out sessions during the time of the general session. We will have more details coming as soon as possible."

Rosa Fuller announced that additional presenters have been added to the afternoon portion of the Spring session and shared the proposed revised agenda with the committee. Rosa Fuller thanked Jane Bowers for one of the speaker recommendations and said both recommended speakers were interested in coming. Biographies were shared on both. She affirmed that the Administration had communicated an intention to have a Diversity speaker, as stated by Cathy Hart. Given this, she asked if an afternoon speaker should be cancelled, as she needs to get back to both.

After a discussion about the planned presentations, including the order they would be in after the general session, the FPDC expressed interest in having a second speaker. They selected Dr. Lori Baker-Schena (on a different topic) and unanimously approved the agenda.

B. Self-reporting attendance at FPD events- Standards 1-3

FPDC Co-chair Rosa Fuller highlighted the need for clear and consistent language and protocols for record-keeping, including the attachment of various forms in the self-reporting of attendance. She reviewed the reports that faculty are to complete for attending NISOD seminars or any pre-recorded FPD event and compared it to the current report for FEP programs. She expressed concern about accountability of the program and the need for oversight regarding sign-in sheets and reports. Greg Krynen shared an example of how he keeps sign-in sheets for individual faculty who attend technical training events.

Mark Hoffer expressed concerns regarding the ways in which aspects of the different faculty engagement programs were not being considered in this process. Barbara Fredette pointed out that the FPD program includes activities, such as community outreach and conference attendance, that do not involve detailed accounting of each hour.

Rosa Fuller reiterated the importance of careful record-keeping, and consistency with other FPD policies, especially given these are Standard 1 events, which potentially could be submitted for salary advancement. Kathryn Mitchell suggested moving the discussion of FEPs to a later time. Rosa confirmed that was the plan, as stated on the agenda.

C. FPDC handbook latest updates minus Appendix (prep hours) *The formulas for coordinators and presenters were reviewed with no stated concerns.*

D. Changes to Faculty Mentorship programs

It was determined that this topic, as part of the larger discussion of FEPs, would be taken up later. This will allow the newly formed subcommittee to review and propose changes.

	<p>E. Sabbatical proposals <i>Faculty members must express intent to submit an application by 12-03-21, as confirmed by Rosa Fuller. There are none to date.</i></p> <p>F. FPD proposals <i>The electronic proposal process will open 11-22-21 and close on 02-08-22 as confirmed by Rosa Fuller and affirmed by Greg Krynen.</i></p>
VI. Action Items	<p>A. Approval of FPD handbook minus appendix <i>Approved, pending minor editing with one abstention. B.</i></p> <p>FEP programs <i>Rosa Fuller mentioned that several substantive language changes were recently proposed to the FEP programs and to the previously approved (2021) language for Student Equity and First Year Experience Events. For this reason, she recommended that this portion of the handbook be reviewed and updated in the spring.</i></p> <p><i>Gabrielle Poorman, proxy for Kathy Osburn, relayed the following statement from Osburn: "In the FEP revisions, Mentorships, Program Requirements (page 5) it states:</i></p> <p><i>The mentor and mentee may elect to stay in regular professional contact with each other through electronic means, <u>but they must meet in person at least twice per month throughout the term of the program.</u></i></p> <p><i>This is in conflict with both the Academic Senate and AVCFT. The Senate just passed a resolution that maintains remote meetings throughout the end of the year. AVCFT is currently negotiating to allow all non-instructional meetings to take place remotely. There are myriad reasons for remote meetings, but as of right now the most pressing is to stop the spread of COVID.</i></p> <p><i>AVCFT respectfully asks for the FPD committee to strike the proposed language that requires in-person meetings. At the least, please table this until the next FPD meeting when a representative for the union can be present to provide further explanation."</i></p> <p><i>The FPDC determined that this issue and other FEP items would be addressed at a later time.</i></p> <p>C. Discussion of FEP mentorships program changes <i>Rosa Fuller proposed that the newly established subcommittee meet to discuss proposed changes to the FEP programs, review final reports and new spring 2022 proposals, and return with a recommendation to the full committee in the Spring.</i></p>

	<i>She expressed concern about developing the structure and accountability of the FEP programs further and including language in the handbook. She requested that the newly formed subcommittee meet to discuss and bring back recommendations to the full committee. She raised concerns having to do with attendance and reporting procedures, defining mentor, mentee, and facilitator roles.</i>
VII. Information Items	A. Sabbatical intent to submit application due 12-03-21 B. New Interim-FPD co-chair for Spring 2022. <i>The Interim Co-chair will be Kathy Osburn.</i>
VIII. Adjournment	
Next meeting 11/24/21 or 01/12/22 via zoom	<i>The next FPDC meeting will be January 12, 2022, via Zoom.</i>

Minutes taken by M. Hoffer and R. Fuller.

