
FPD Quick Guide: Standards

STANDARD 1: Faculty Academy

Improve student learning and retention through the enhancement of instructional strategies, techniques, and support services that encourage developing methods of teaching and assessment with new educational technologies and support the Antelope Valley College mission and institutional learning outcomes.

Full-time Faculty may complete all of their hours in this area or move to Standard 2 after **10 hours** have been met.

Standard 1 may only be satisfied through learner-centered participation in Faculty Academy training events, including the Professional Milestones Symposium. Other Standard 1 events include: Distance Education Committee trainings, Vision Resource Center trainings, mandated Human Resources compliance trainings, Faculty Leadership Academy, sporadic workshops initiated by Administration, live NISOD webinars.

Adjunct Faculty may earn hour-for-hour Standard 1 credit for serving on a District hiring committee. Full time faculty may claim credit if the committee meets in the summer.

Faculty must sign-in at the beginning of the event and sign-out upon leaving the event in order to receive professional development credit. Faculty Academy presenters may only claim preparation hours in Standard 2. Only the presenter's actual contact hours may be claimed in Standard 1.

Faculty wishing to utilize Faculty Academy training events for advancement on the salary schedule may not use the same hours toward fulfillment of their professional development obligation. Standard 1 events used for salary advancement are still subject to approval by your Dean and Human Resources.

Faculty may claim Standard 1 credit for participating in the Professional Milestones Symposium.

All Full-time Faculty may be required to attend the administrative portion of the coordinated fall Opening Day event scheduled the Friday prior to the beginning of the fall semester, if mandated by the AVCFT bargaining agreement Superintendent/President. Attendance at this event offers a maximum of up to eight (8) hours of Standard 1 Faculty Academy credit. The coordinated spring Opening Day is not mandatory.

President's Leadership Academy

Participants in the AVC Leadership Academy may claim up to 60 hours of Standard 1. The President's office sends out a call-for-applications in the spring, and selects a limited number of faculty to participate in this year-long program.

Human Resource Training

Annual mandated compliance-trainings required of college employees, may also be claimed under Standard 1.

Distance Education Certification

AVC Distance Education Recertification course, @One courses, or other distance education courses approved by the Academic Senate will be accepted as Standard 1 and approved for FPD or Faculty Academy credit **up to 30 hours**.

STANDARD 2: College Colloquia, Committees, and Campus Activities

Promote faculty interaction, collegiality, and professional growth through the intellectual exchange of ideas across various disciplines, support lifelong learning skills by examining culturally diverse perspectives in the arts, sciences, and humanities, and enhance the internal governance and operations of Antelope Valley College through a spirit of collaboration.

Full-time Faculty may complete the remainder of their obligation in this area, or move to Standard 3 after **15 hours** have been met.

Standard 2 may be satisfied through participation in college participatory governance, participatory committees, colloquia and field trips and any other events listed in the Faculty Professional Development Program Calendar. A standard AVC Trip Request is required for all out-of-district travel and must be approved by the appropriate Dean prior to travel. If you are using the request for flex credit only, you are not required to obtain additional signatures other than that of your dean. Maintain one copy for your records and forward one copy to the senate office.

Faculty academy and college colloquia presenters and coordinators may also claim preparation hours within this standard in accordance with the guidelines set forth in this book.

Faculty must sign-in at the beginning of the event and sign-out upon leaving the event in order to receive professional development credit. Sign-in Sheets **MUST** be submitted to the FPD coordinator by the person leading each authorized FPD workshop, training, faculty engagement program, or event for each attendee to receive credit.

Standard 2 may also be satisfied through participation in campus shared governance committees, program review, and the tenure and evaluation process among others.

Faculty must participate in shared governance committees as part of their regularly assigned duties before they may earn professional development credit for any additional campus committee work. The only exceptions are the participation in the **Academic Policies and Procedures Committee** and the **Outcomes Committee** where members may claim up to **20 hours** for the committee alone.

Faculty members earning reassigned time for committee work may not claim those hours toward fulfillment of their professional development obligation. The following activities are eligible in this standard:

Second Shared Governance Campus Committee	up to 20 hours
Accreditation Standard Faculty Co-Chair	20 hours
Accreditation Team Member	10 hours
Honors Option Advisor.....	up to 20 hours
Participation in the Faculty Mentorship Program	up to 20 hours
Facilitator of Participation in a Faculty Learning Community.....	up to 20 hours
Facilitator of a Faculty Inquiry Group	up to 10 hours
Participation in Work with Outcomes, beyond collection.....	up to 10 hours
Participation in work related Accreditation.....	up to 10 hours
Program Review Comprehensive Report work.....	10 hours
Program Review Annual Report work.....	5 hours
Student Club Advisor	up to 20 hours
Tenure Team Member of Probationary Faculty (1st – 3rd year)	10 hours per committee
Tenure Team Member of Probationary Faculty (4th year).....	5 hours per committee
Tenure Team Member of Tenured Faculty	5 hours per committee
Tenure Chair of Tenured Faculty	10 hours per committee

The following activities are eligible in this standard only in lieu of being paid:

Tenure Chair of Probationary Faculty (1st – 3rd year)	20 hours per committee
Tenure Chair of Probationary Faculty (4th year)	10 hours per committee
Adjunct Faculty Evaluations	8 hours maximum per evaluation -10 hours max

STANDARD 3: Professional Conferences, Scholarly Work, and Individual Activities

Promote the reputation of Antelope Valley College as an institution of higher learning by representing the college at professional conferences and presentations, publishing scholarly work in academic and trade publications, and developing new skills and knowledge that directly relate to one's assigned duties at the college through advanced training and coursework (not used for salary advancement) and participation in professional activities and projects.

Full-time Faculty may complete 35 hours in this area or use additional hours accumulated in any of the above standards to complete the requirement in this area.

Standard 3 may be satisfied through attendance at professional conferences, and the publication of scholarly work in academic and trade journals. All conference attendance or scholarly work must be verified with documentation (i.e. registration confirmation, scholarly work publication notification, etc.).

- Attendance at Professional Conference up to 20 hours
- Publication of Scholarly Work in Academic/Trade Journals up to 20 hours
- Facilitator of a Faculty Learning Communityup to 10 hours

Standard 3 may also be satisfied through participation in professional projects and activities throughout the year (July 1st through June 30th). Credit for this standard may be granted for any activity or project which either promotes an individual's professional growth or addresses institutional needs but is clearly outside of normally assigned duties, responsibilities, and working hours.