



ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE
March 23, 2011
2:00 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. March 9, 2011 (attachment)
- 5. ACTION ITEMS**
- 6. DISCUSSION ITEMS**
 - a. Proposal Ranking Review (attachment)
- 7. OTHER**
 - Review /Approve Plans/Contracts
- 8. ADJOURNMENT**

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**ANTELOPE VALLEY COLLEGE
FACULTY PROFESSIONAL DEVELOPMENT
COMMITTEE MINUTES**

**March 23, 2011
2:00 p.m. – A140**

To conform to the open meeting act, the public may attend open sessions

1. CALL TO ORDER AND ROLL CALL

Ms. Kathryn Mitchell, Faculty Professional Development Chair, called the meeting to order at 2:08 p.m.

2. OPENING COMMENTS FROM THE CHAIR

- Dr. Ed Beyer forwarded a request to the committee to consider including Second Life training sessions as part of the calendar for the 2011 – 2012 program year. The virtual world technology has really gained popularity with current students. Several universities have subscribed as participants of this virtual world and course instruction is being altered to include this technological medium. The SB 70 grant funding has facilitated a subscription to Second Life for AVC. Dr. Beyer is requesting the inclusion of Second Life training opportunities to be included in the new program calendar for professional development credit. Ms. Mitchell reported there were a few late proposal submission requests which were denied. She informed Dr. Beyer that she would bring this suggestion to the committee for consideration as it is a faculty technology training opportunity and could be categorized under Technical Training. A discussion item will be included on the next agenda to openly discuss as a committee.
- The 4C/SD Conference scheduled for Friday, March 25, 2011 has been canceled due to low participation and funding problems. An email announcement was received this past week announcing the conference cancellation and a reimbursement of registration fees.

3. OPEN COMMENTS FROM THE PUBLIC

None

4. APPROVAL OF MINUTES

a. March 9, 2011 (attachment)

A motion was made and seconded to approve the March 9, 2011 FPD meeting minutes. Motion carried.

5. ACTION ITEMS

None

6. DISCUSSION ITEMS

a. Proposal Ranking Review (attachment)

Ms. Kathryn Mitchell indicated the proposal ranking was completed and all information has been gathered for the committee to review and discuss. The ranking has been organized in chronological order from the highest ranked proposals to the lowest. All comments are included for the committee to further discuss if necessary. Ms. Mitchell requested committee members first review the categorization for submitted proposals to resolve any concerns regarding questionable FA or CC designation. Committee members reviewed the ranked proposals which were identified as questionable in meeting stipulated FA or CC designation requirements. There were five proposal submissions in which their designation were changed based on the lack of meeting the established guidelines for FA or CC categorization. Committee members engaged in discussion regarding the following proposals:

#4: There's a Sign Language Interpreter in My Class – Committee members reviewed the proposal description and engaged in a brief discussion regarding whether this event meets FA guidelines. Some members expressed their concern regarding this particular event stretching the FA designation guidelines as there are not a large deaf population on campus. Other members were in support of the designation as this event provides faculty with a clear understanding of how to address the needs of a deaf student and working with a sign language interpreter. The information provided facilitates an opportunity to encourage the promotion of diversity in the classroom. The presenter has offered this

event in previous program years and several faculty have praised the efforts of the presenters to address the needs of deaf students. Committee members were in consensus to maintain the designation of FA as this presentation will provide an overview of how to work with interpreters and provide optimal learning strategies when a deaf student is in the classroom.

#6: *From the Earth (Part I: The Art of Science of Ceramics – Clay)* – Committee members reviewed the proposal description and were in consensus that this event does not clearly meet the FA requirements. The event sounds very interesting and has merit but should not be designated as a FA event. Committee members were in consensus to change the proposed designation from FA to CC.

#15: *Community Emergency Response Training* – Committee members engaged in discussion regarding the submitted proposal designation. Ms. Mitchell stated this event has been offered in previous program years and has been designated as FA due to the nature of the training. The event does not specifically speak to student retention or teaching strategies but is an important training opportunity for faculty and community members. So many faculty and staff reside in the Antelope Valley which is an area with a high potentiality for a natural disaster. In addition, there is a high likelihood that when a natural disaster occurs classes will be in session and faculty, staff, and students will be on campus. It is imperative to have a strong constituent group of faculty, staff, and community members prepared to deal with the potential emergencies occurring after a natural disaster. This training opportunity specifically addresses fire safety, light search and rescue, team organization, and medical operations. Participants will obtain the skills on how to take care of themselves after a natural disaster, as well as others in the immediate community when professional responders are not immediately available to assist. The training event is facilitated by Los Angeles County Fire Department Captain, Scott Polgar. Committee members were in consensus on the validity to maintain the proposed event designation of FA due to the seriousness of the issue and scope of the hands on training available to faculty to prepare and respond to the needs of the campus community in the event of a natural disaster.

#16: *Dialogue with the President* – Committee members engaged in discussion regarding the submitted proposal designation. Ms. Mitchell reported the Superintendent/President provides three Dialogue with the President opportunities each semester to address specific campus issues. These events do not always address student retention or teaching strategies, although the topics are relevant to the issues the District is facing. It is imperative for faculty to stay informed to campus issues and this is a forum in which faculty can address the President on various issues on campus. Past events addressed the issues of Accreditation, Budget, Campus Technology, etc., which are all very relevant to the day to day operations of the District. Committee members were in consensus to maintain the proposed event designation of FA due to the nature of these events addressing the AVC Mission and Institutional Learning Outcomes.

#34: *Is History Too White?* – Committee members engaged in discussion regarding the submitted proposal designation. Some members were concerned that the description did not include any specific curriculum components. Dr. Cindy Lehman indicated the presentation will include how history is taught, address various literature used to teach the subject, and/or identify the voices represented in the topics. Committee members were in consensus to maintain the proposed event designation of FA but recommends including curriculum in the title so there is no ambiguity.

#35: *Red Pens and White Ice: What the South Pole Can Teach Us About Grading* – Committee members engaged in discussion regarding the proposal description as many felt the description was written with two distinct ideas and could be classified as either a CC or FA designations depending on the emphasis placed on each idea. All were in agreement the event sounds intriguing although the marriage of the two ideas is difficult to conceive. Committee members were in consensus to maintain the proposed designation with the expectation that the proposer would be willing to edit the description to minimize the first part of the presentation which is more CC and expound upon the second part of the presentation to meet the FA designation more concisely. Ms. Mitchell indicated she would contact the proposer to request a description edit to establish a clear designation of FA.

#83: *Other Ways of Thinking – Temple Grandin and Autism* – Committee members reviewed the proposal description and determined the description does not clearly emphasize a lecture or discussion component to meet FA designation. The way the description is currently written the proposal would qualify as a CC event. The proposed event could easily meet the FA designation if the any of the following items were included in the presentation: learning strategies, how to tie this information to the classroom, and/or provide distinct behaviors to assist faculty in the classroom. Committee members

were in consensus to change the proposed designation from FA to CC until the presenter can be contacted to provide further clarification on this proposal.

#100: *Classroom Safety –Practice, Instruction, and Assessment* – Committee members engaged in a brief discussion regarding the proposed designation of this event. Similar to the Community Emergency Response Training event this proposal addresses proper techniques required when dealing with blood borne pathogens in the classroom. Faculty will be instructed on how to address common classroom occurrences such as a nosebleed, laboratory safety, and proper procedures to take when a student is injured in the classroom. All issues identified in the event description are extremely relevant to campus faculty. In addition, this presentation will enhance the quality of instruction and contribute to the protection of AVC staff and students which is consistent with the mission. Committee members were in consensus to maintain the proposed designation of FA.

#118: *Rate My Professor: Help or Hindrance to Classroom Instruction?* – Committee members reviewed the proposal description for this presentation to evaluate if it meets the guidelines for FA designation. The proposer requested this event be classified as a CC event but during the ranking process a committee member expressed their desire to review the proposal to determine if the event could meet the FA designation requirements. It is very likely there will be a small component of FA requirements within this presentation but will most likely be predominantly CC. Committee members were in consensus to maintain the proposal designation of CC.

#29: *Asperger's in your Classroom – You won't know and they won't tell you* – Committee members reviewed the proposed description to determine which designation requirements this particular proposal would qualify. After reviewing the proposal description committee members were in consensus this event meets the FA designation requirements.

#32: *The Great Depression of the 1930s and the Great Recession of 2008 – 2009: Developing Higher Level Thinking Skills in the Classroom* – Committee members reviewed the proposed description to determine which designation requirement this particular proposal would qualify. Ms. Mitchell indicated the proposer requested this event be designated CC. Committee members were in consensus to maintain the designation of CC.

#33: *The Presidency of JFK: Was it Camelot?* – Committee members reviewed the proposal description and were concerned that the event description does not meet the guidelines for FA designation. The proposed event sounds extremely interesting and has historical value but would be a stretch in meeting the FA guidelines, if the committee were to allow this designation to remain. All historical events have value as it is a learning opportunity to understand how our society/culture has evolved over time. The committee was in consensus to change the proposed designation from FA to CC for this specific event.

#36: *Does God Exist?* – Committee members reviewed the proposal description and engaged in a brief discussion. Several members expressed their concern with the tone of the description and how it would be perceived by the campus community. The event topic is controversial in nature and the committee has the right to request revisions be made to the title and description for formal approval. It was suggested to request the proposer consider including a guest speaker to create a balanced presentation where both sides of the issue are presented and a neutral discussion can occur. This is a complicated issue and often in these situations a moderator is necessary to balance the discussion. The current description is written with a certain perspective and should be revised to eliminate bias. Committee members were in consensus to approve the proposal providing the proposer agrees to eliminate any perception of bias. The vote outcome was 12 to approve, 1 in opposition to approve, and one abstention. Ms. Mitchell indicated she would contact the proposer to communicate the committee's concerns and indicate the committee has agreed to approve this particular proposal only if the description is revised.

#53: *Conformity and Non-Conformity in and out of the Classroom* – Committee members reviewed the proposed description and were informed the designation on the ranking results is inaccurately reflected. The proposal was submitted for consideration as a CC event, not FA. Committee members engaged in discussion on how the event could easily be categorized as a FA event if the although given the proposal was submitted specifically identifying the event as a CC. Committee members were in consensus to maintain the proposal designation of CC.

#70: *Not staying between the lines* - Committee members reviewed the proposal description to determine which designation this proposal would qualify. The proposal was submitted without a

specific designation. After a review of the description committee members were in consensus that the proposal meets the designation as a CC event.

#123: *Dance and Projection in the New Theatre* – Committee members reviewed the proposal description and expressed their concern with the written description. The description includes a sentence that does not seem to fit. Committee members were in consensus that the description should be revised for clarity. Ms. Mitchell indicated when the program is being developed all event descriptions are reviewed and revised when necessary.

#124: *Tour of the New Theatre* - Committee members reviewed the proposal description and expressed their concern with the written description. The description includes a sentence that does not seem to fit. Committee members were in consensus that the description should be revised for clarity. Ms. Mitchell indicated when the program is being developed all event descriptions are reviewed and revised when necessary.

#125: *From the Earth (Part 2: The Art and Science of Ceramics – Glaze)* - Committee members reviewed the proposal description and were in consensus that this event does not clearly meet the FA requirements. The event sounds very interesting and has merit but should not be designated as a FA event. Committee members were in consensus to change the proposed designation from FA to CC.

Ms. Mitchell stated the review of proposal designation was complete and the committee must decide what they deem appropriate as the ranking cut off point. The majority of the proposals were ranked either a 4 or 3 with a small selection falling in the rank of 2. Committee members reviewed the ranking of those proposals that fell within the 2 ranking to determine if there were any they felt were inappropriately ranked and to determine the cut off line. In reviewing the proposals ranked 2 they were consensus to include the following proposal as approved #26: *Calling Out – ShorTel*, #92: *Back Injury and Lifting*, #93: *Injury and Illness Prevention Program*, #94: *Slips, Trips, and Falls*, #95: *Fire Extinguisher Safety*, #96: *Material Safety Data Sheets*, #97: *Hazard Communications: Right to Know*, #98: *Office Ergonomics*, and #107: *AVC Yuletide Madrigal Dinner*.

Proposal #26 provides training on the campus telephone system and is a technical training opportunity. Faculty may not recognize the importance of acquiring training but there are many features available through the telephone system which ITS is hoping to move to in efforts to get all campus constituents using the telephone system to the greatest advantage. Committee members were in consensus of the value of the proposal for approval in the 2011 – 2012 program.

Proposal #93 - #98 were submitted for consideration by the Director of Risk Management and Environmental Health. Committee members were concerned with the limited time designated for each of these proposals and want to request that they be grouped to make up an hour segment. In addition, committee members inquired if there was a tracking feature for each of the submitted proposals to verify participation. Ms. Mitchell indicated she would contact Mr. Terry Cleveland, Director of Risk Management and Environmental Health to obtain more information. The committee was in consensus to approve these proposals if participation can be tracked and proposal can be grouped into hour segments.

Proposal #107 is a collaborative event sponsored by the Foundation to raise funds for AVC. It has been approved in past programs and promotes campus collegiality and school pride. The 2010 event included the musicians from AVC's Concert Band and was well received. Participants must purchase a ticket to attend as it is a fundraising opportunity. Committee members were in consensus that this event promotes campus collegiality and school pride and should be included as an approved activity for the 2011 – 2012 program.

The committee reviewed the remaining eight proposals that were ranked 2 and were in consensus that these should fall beneath the cut off line of approved proposals. Proposal #17: *Discover New Zealand!*, #30: *The Cinema of Preston Sturges*, #31: *Readers Theatre: Sylvia*, #57: *Genesis in Space and Time: Helping Creationists to Think Properly About the First Book of the Hebrew Bible*, #66: *Living for 32*, #91: *Anatomy of Fear*, #115: *History of Sarajevo from World War I to the Siege of Sarajevo*, and #119: *Exterrestrials: Where Are They?* will not be approved for the 2011 – 2011 Faculty Professional Development Program.

7. OTHER

- Ms. Jennifer Gross wanted to address an issue that has arisen for 4th year Tenure Chairs. Tenure Chairs have the option of being paid or claiming 16 hours of Faculty Professional Development Credit in

Standard #3 for work performed throughout the academic year. The problem is that 4th year Tenure Chairs only work half a year and those receiving payment only get a total of eight hours payment, whereas those claiming credit would be requesting the entire sixteen hours. The committee needs to be consistent in awarding credit and should specify this information in the program guidelines. There are only a handful of faculty requesting credit that will possibly be affected. These faculty members need to be contacted as soon as possible in case they are depending on the additional eight hours credit in Standard #3 to meet their obligations. Ms. Gross stated she will provide the names of the 4th Tenure Chairs to Ms. Gloria Kastner to review their electronic contracts on file to see if they would adversely impacted in meeting their FPD obligation.

- Review/Approve Plans/Contracts

8. ADJOURNMENT

A motion was made and seconded to adjourn the March 23, 2011 Faculty Professional Development (Flex) Committee meeting at 3:30 p.m. Motion carried.

MEMBERS PRESENT			ABSENT MEMBERS
Rae Agahari	Jack Halliday	Dr. Tom O’Neil	Tatiana Konovalav
Rona Brynin	Mark Hoffer	Casey Scudmore	Scott Tuss
Magdalena Caproiu	Cindy Lehman	Erin Stein	Sharon Lowry
Richard Coffman	Ty Mettler	Santi Tafarella	<i>Vacant Confidential Mngmt. Union Rep.</i>
Rosa Fuller	Kathryn Mitchell	GUEST PRESENT	
Jennifer Gross	Linda Noteboom	Wendy Carter	