

Faculty Professional Development Committee Minutes

March 8, 2023

**Members Present:**

Chris Taylor, Ruby Payne, Tabitha Raber, Mariza Martínez, Jon Eigenauer

**Members Absent:**

Wendy Berry, Leslie Minor, Julián Martínez

**Guests:**

None

**Welcome:**

Meeting started: 12:12 pm

**Action Items:**

**1. Approval of Minutes from November 9, 2022**

Motion: Mariza Martínez

Second: Tabitha Raber

Passed unanimously.

**2. Approval to hold** **March 8, 2022, meeting via Zoom, if needed**

It was proposed that members approve the possibility of holding this meeting via zoom if necessary because of quarantine or other circumstances.

Motion: Chris Taylor

Second: Mariza Martínez

Passed unanimously.

**3. Discuss May In-service Schedule (May 22-24, 2023)**

Ruby Payne brought up that Jon Farmer had indicated that his office is willing and able to offer a 3 day in-service track (to include POCR and accessibility) as stand-alone days during the May in-service. Although the details were still being worked out, the thought was that that the POCR session will be an introduction and a workshop, in which faculty would be able to work on one of their courses.

Ruby Payne noted that Michelle Oja had also offered to run a OER/ZTC training for either the May in-service or the January in-service.

Jon Eigenauer voiced a preference for the Thursday or Friday of January in-service. There was discussion and a general sense among those present that this would be the best time to offer it. Ruby Payne noted that she had reiterated the March 1 deadline for proposals for the May 2023 in-service.

Tabitha Raber raised a question about the typical structure for May in-service and the number of alternatives that are usually offered.

Ruby Payne noted that prior to covid, there had usually been at least 2 tracks. During covid, the details changed from year to year depending on institutional factors. Ruby Payne noted that contractually, TC has to offer at least 3 units for salary advancements.

Mariza Martínez pointed out that in some past years, it was possible to do both tracks, and inquired about the possibility of that arrangement for the May 2023 in-service. Ruby Payne will ask Leslie Minor about whether one of the tracks will be available online and whether it will be possible to participate in both tracks for credit.

Jon Eigenauer voiced a preference for having a single face-to-face track for May 2023 to promote attendance and foster community. Ruby Payne noted that this would prevent someone from doing two tracks for credit.

Jon Eigenauer raised the possibility that the May in-service content might be useful for our colleagues at TUHS, and asked if they might be invited to attend. Ruby Payne noted that they are still on contract, which would make it so that they couldn’t attend.

Ruby Payne detailed the results of the survey that PDC had offered to the faculty at the direction of the TC Academic Senate. Of the TC faculty, 14 responded. The most requested topic was ‘curriculum’, followed (in descending order) by academic freedom, minimum qualifications, academic senate 10+1, and course accessibility.

Tabitha Raber noted that since Distance Education is covering POCR and accessibility that would probably include coverage of course accessibility.

There was general discussion of the survey results, and a sense among those present that while ‘curriculum’ was the highest listed priority among the respondents, it was unclear what aspects of curriculum or curricular development those faculty had in mind. Ruby Payne shared the respondents comments (anonymously) regarding their preferences for format, length, frequency, and likely presenters. There was no consistency among respondents on these topics.

There was some general discussion about whether or not funds would be available to support professional development sessions on curriculum or other topics, and Ruby Payne indicated that she would check with Leslie Minor.

Tabitha Raber raised the point that PDC could make detailed proposals for curricular development opportunities and gauge faculty interest.

Ruby Payne proposed that for the Thursday/Friday of January 2024 in-service, the committee consider a combination of OER/ZTC one day and curriculum on the other day, with the latter as a curriculum institute led by volunteers. There was general agreement on this plan by those present.

Tabitha Raber made the point that although there are existing ways for faculty to educate themselves about curricular matters, it is helpful for there to be dedicated time set aside for doing this, particularly for new faculty.

There was discussion about the other topics from the survey and a general sense that curriculum was the only topic with enough support among the faculty to warrant addressing during this coming cycle of in-service events.

**4. Discuss August In-Service Schedule (Aug. 14-18, 2023)**

Ruby Payne noted that the existing schedule for August 2023 in-service is already quite full, given the existing list of mandatory meetings and events. She asked the committee for their input on the extent to which the current level of scheduling during the August in-service met faculty needs, and there was general agreement that it did.

Jon Eigenauer asked if the committee knew what SLO was being discussed during the August 2023 in-service. Ruby Payne noted that she would check and find out.

Ruby Payne brought up that there was a question from the administration about whether the ‘all faculty’ attendance requirement on the in-service calendar includes non-teaching faculty. The concern was that counsellors could not both attend in-service events and meet with students during the week prior to classes.

Chris Taylor raised the possibility that there be exemptions for specific faculty to miss required ‘all faculty’ in-service events based on institutional need for those individuals to fulfill other duties at specific times during in-service.

**Information/Discussion Items**

**5. Current Professional Development Opportunities**

Mariza Martínez noted that discipline specific opportunities are regularly shared within departments.

Jon Eigenauer brought up that NISOD is offering continuing education units for their workshops. Tabitha Raber asked if these would count for faculty credit in the same way as the May in-service topics. Ruby Payne will ask the administration about this.

Mariza Martínez pointed out that this may be a way to offer individualized professional development for advancement. Because the institution is already paying for NISOD, it would also be very cost effective.

**Other**

No additional items were raised.

**Meeting Adjourned:**

Motion: Jon Eigenauer

Second: Mariza Martínez

Adjourned by consensus at 12:55

Next Meeting: March 8, 2023, 12:10 pm, S-11