

Faculty Professional Development Committee Minutes

February 14, 2024

**Members Present:**

Ruby Payne, Julián Martínez, Mariza Martínez, Chris Taylor, Jennifer Altenhofel, Wendy Berry,

**Members Absent:**

Tabitha Raber, John Eigenauer, Leslie Minor

**Guests:**

**Welcome:**

Meeting started: 12:12 pm

**Action Items:**

**1. Approval of Minutes from November 08, 2023**

Motion: Wendy Berry

Second: Mariza Martínez

Passed unanimously.

**2. Approval to hold March 13, 2023, 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: Mariza Martínez

Second: Chris Taylor

Passed unanimously.

**Information/Discussion Items**

**3. Current Professional Development Opportunities**

Ruby Payne noted that there have been several emails about professional development opportunities.

**4. Building May In-Service Schedule (Jan. 4-12, 2024)**

Ruby Payne raised the concern that the committee is presently unclear on Administration positions on several aspects of this year’s May in-service, including how many tracks admin would support faculty receiving credit for, whether admin will support offering one or more tracks remotely or only face-to-face, and whether there will be offerings from DE or other technical training sessions. Ruby Payne also noted that accessibility seems like a topic that is coming up a lot.

Jennifer Altenhofel indicated that she and Michelle Oja would like to offer an OER training on curating resources and converting a course over to be OER. The tentative plan would be for 3 half days of instruction and 3 half days of workshop (3 full days total). Ruby Payne asked Jennifer Altenhofel if the committee could get a 7-hour day plan for each day, and recommended that a room be scheduled.

Mariza Martínez asked if there would be multiple tracks. Ruby Payne noted that hopefully Jon Farmer would run a DE track, but that she would prefer not to have more than 2 tracks to avoid having tracks that have unsustainably low faculty attendance. One option that was brought up was that there would be an online track, say, in DEIAA or another topic. Julián Martínez raised the possibility that one or more of the DE days could be done online.

Wendy Berry asked if we are going to need training on Banner 9, but there was not a clear conclusion at this time.

Wendy Berry asked if the OER track would be 3 standalone days, or all or nothing for all 3 days. Ruby Payne noted that 3 standalone days would probably get better attendance.

Ruby Payne raised the possibility that Jaime Lopez might be a useful person to have at PDC to talk about the use of AB705 money for professional development topics.

Ruby Payne noted that there had been a request to hold a statistics refresher, but the requester indicated that the likely audience was only 5 or so faculty. Ruby Payne raised the concern (and there was general agreement among the committee) that PDC aims to have content that will be relevant to as many faculty members as possible. There was a suggestion that trainings for specific small populations of faculty are probably better fit for Friday sessions during the term. Mariza Martínez noted that the math dept has done trainings like this in the past, but they have been for small populations.

Mariza Martínez asked whether faculty would be able to do both tracks of the May in-service for advancement credit. Ruby Payne clarified with the example that if the DE sessions were online with homework, you could attend the OER session in person and submit the work from the DE sessions in the next week or so.

Chris Taylor asked if the OER session could be recorded so that folks could watch the recordings and do the workshop aspects asynchronously. Jennifer Altenhofel indicated that this could probably work. Ruby Payne noted that this might increase attendance at the OER session.

**5. Building August In-Service Schedule (Aug. 19-23, 2024)**

Ruby Payne noted that this is still in flux because there will be a new President/Superintendent. At present she is blocking out space for DEIAA training, a welcome back/convocation on Tuesday, a single Student Services update (ideally with more information about pass/no pass and its effects on students, financial aid, and instructors). This plan met with general agreement among the committee members. Ruby Payne raised the possibility that there might also be content about guided pathways or an update from the strategic enrollment management committee. Ruby Payne asked Jennifer Altenhofel what day was best for Faculty Reports and how much time to block out. Jennifer Altenhofel indicated that any day was fine, and that she would like 2 hours.

Ruby Payne received a suggestion that the committee set aside time, perhaps on Thursday afternoon (or Monday afternoon) for organizing faculty collaborations, or to hold an event to bring faculty together to make interdisciplinary connections and reverse some of the fragmentation that has happened during COVID. Chris Taylor asked if the thought was to have a mixture of socialization and perhaps a set of themed breakout rooms before or after. Ruby Payne agreed that was a possibility, and also noted the importance of this being faculty only, and optional. Mariza Martínez noted that in the past there had been sessions on mindfulness and wellness that had been useful and well received. She also raised the possibility that Hinge Health might be an option for this kind of content.

**6. Next Meeting: March 13, 2024, 12:10pm in Cafeteria Conference Room**

**Meeting Adjourned:**

Motion: Mariza Martínez

Second: Jennifer Altenhofel

Adjourned by consensus at 1:05