



CENTER FOR TEACHING EXCELLENCE

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FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE MINUTES

DATE: January 12, 2021

LOCATION: ConferZoom

CALL TO ORDER: 1 p.m.

QUORUM MET: Yes

FACILITATOR: Chad Greene

PRESENT

Michael Arambula, PT Faculty

Shawna Baskette, Dean of Academic Success

David Betancourt, FA

Valeria Christensen, HO

Chad Greene, CTX Coordinator/Chair

Judi Holmes, SAS

Fernando Jimenez, HSS

Joana Mootz Gonzales, LA

Sarah Pirtle, CSEA

Asma Said, SEM

Monique Valencia, CSEA

Wendy Wright, BE

ABSENT

Kari Hemmerling, HPEDA

Veronica Herrera, Counseling

Kaitlin Scott, Library

Frank Vega, Technology

AGENDA ITEMS

1. Introductions: "New" Member Valeria Christensen
2. For Approval: Minutes for December 8 Faculty Professional Development Committee (FPDC) Meeting
 - a. Judi Holmes made a motion to approve the minutes for the December 8 FPDC meeting; Shawna Baskette seconded the motion. The minutes were approved with ten voting in favor and two abstaining (Valeria Christensen and Sarah Pirtle).
3. For Consideration: Our Implementation of *Cornerstone*, Our Replacement for *Flex Reporter*
 - a. Chad Greene informed the FPDC that our integration would still hopefully occur in January, following the implementation of the college's new human resources information system.
 - b. Greene shared that our colleagues in HR and IT had revised the first draft of our "inbound data feed" for *Cornerstone*, which was an important step in our implementation process. At the time of this committee meeting, they were collaborating to finalize our "download tree" for *Cornerstone*.
 - c. He promised to work with our implementation consultant to set our "go-live" date. Greene was hopeful that he and Monique Valencia would be able to present *Cornerstone* to the FPDC members in at their February 9 meeting.



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4. For Information: Tentative Timeline for Nomination and Selection Processes for New Award for Outstanding Contributor(s) to Professional Development
 - a. Greene promised to email deans and the faculty in early February to solicit nominations.
 - b. Nominations will close at the end of spring break – on Sunday, March 21.
 - c. Monique Valencia will email the nominations to the members of the committee in advance of our meeting on April 13, when we will vote for the winner(s).
 - d. We will present the award – virtually – during our committee meeting on May 11. Physical plaque(s) will be mailed to winner(s).

5. For Consideration: Adding an Interview Component to Our Teaching Assistant (TA) Program Selection Process
 - a. Greene reported that, for the 2020-21 academic year, the CTX had strengthened our existing TA Program by incorporating a preservice orientation as well as three professional-development events during the fall semester to improve participants' chances of getting hired for community college teaching positions.
 - b. After carefully considering suggestions made during the FPDC meeting on December 8, Greene proposed improving the TA Program selection process by adding an interview, during which the prospective mentors and mentees could check for mutual compatibility. This would also provide the aspiring community college educators with another experience preparing them to subsequently interview for teaching positions. And it would enable the faculty members who have volunteered to serve as mentors to play an active role in the selection of their TAs.
 - c. Committee members suggested that these interviews could be conducted on Zoom during the pandemic, that the mentors could be provided with a list of interview questions, and that Human Resources could potentially provide the mentors with guidelines for making these interviews an equitable experience.
 - d. Greene volunteered to bring sample interview questions to the FPDC in February. After receiving their feedback, he planned to then solicit input on them from HR.

6. For Information: Selected Events Since Our Last FPDC Meeting
 - a. Greene provided the FPDC with attendance information about selected professional-development events held in-between the committee's December and January meetings, including: "The Orientation: Onboarding and Retaining Students"; "Guided Pathways Presents: Instructional Strategies to Promote Student Equity and Engagement"; "Maintaining Equity in an Online Classroom Environment"; "Asynchronous Instruction: Design, Develop, and Deliver"; "Accessibility State of Mind"; and "Working with DHH Students: Strategies, Services, and Support that Lead to Success."

7. Selected Events to Promote – All on *Flex Reporter*
 - a. Greene asked the committee members to help spread the word about selected professional-development events between their January and February meetings, including: "Exploring Health Justice and Equity"; "Guided Pathways and Student Learning Outcomes"; and "Writing with Integrity Roundtable."



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8. Items from the Floor
 - a. There were no items from the floor