



CENTER FOR TEACHING EXCELLENCE

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FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE MINUTES

DATE: February 9, 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

Valeria Christensen, HO

Chad Greene, CTX Coordinator/Chair

Kari Hemmerling, HPEDA

Judi Holmes, SAS

Fernando Jimenez, HSS

Joana Mootz Gonzales, LA

Asma Said, SEM

Kaitlin Scott, Library

Monique Valencia, CSEA

Frank Vega, Technology

Wendy Wright, BE

ABSENT

David Betancourt, FA

Veronica Herrera, Counseling

Sarah Pirtle, CSEA

AGENDA ITEMS

1. For Approval: Minutes for January 12 Faculty Professional Development Committee (FPDC) Meeting
 - a. Asma Said made a motion to approve the minutes for the January 12 FPDC meeting; Valeria Christensen seconded the motion. The minutes were approved with ten voting in favor and three abstaining (Kari Hemmerling, Kaitlin Scott, and Frank Vega).
2. For Consideration: Our Implementation of *Cornerstone*, Our Replacement for *Flex Reporter*
 - a. Chad Greene informed the FPDC that our integration would hopefully occur in February, following the verification of the data from the college's new human resources information system.
 - b. Greene shared that our colleagues in IT had prepared the revised draft of our "inbound data feed" for *Cornerstone*. At the time of this meeting, our colleagues in HR were in the process of verifying that the data was correct. (The first draft of the "inbound data feed" was taken from the "stage" version of the new HR information system before it went live; the revised draft was taken from the "production" version.)
 - c. He promised to work with our implementation consultant to set our "go-live" date.
 - d. Greene clarified that, after the *Cornerstone* "go-live," he or Monique Valencia will email the faculty members who have volunteered to pilot the platform a list of tasks to try out on the system – as well as instructions on how to perform those tasks. After the pilot



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group's preliminary experiences with *Cornerstone* help us to fine tune our instance of it, the plan is to replace *Flex Reporter* with it this summer.

3. For Information: Nominations Are Now Open for Our New Award for Outstanding Contributor(s) to Professional Development
 - a. Greene emailed the faculty and deans on February 1 to solicit nominations.
 - b. Nominations will close at the end of spring break – on Sunday, March 21.
 - c. Greene asked the committee members to please encourage the faculty in their respective divisions to nominate a Cerritos College employee who has made outstanding contributions to professional development.
 - d. The link to the online nomination form is: <https://www.cerritos.edu/ic/professional-development-award.htm> .

4. For Information: There Is a Faculty Inquiry Group (FIG) Starting This Spring
 - a. Greene shared that FPDC member David Betancourt is facilitating a FIG for five past participants in his Collaborative Observational Reflective Experience (CORE) summer institutes.
 - b. The participants will attend three FIG meetings; complete two virtual classroom visits and two follow-up sessions, using the CORE principles to guide the process; submit a brief reflection on the CORE Canvas site; and participate in the planning of the next steps for CORE at Cerritos College, including a webinar for our faculty at the end of spring semester 2021.
 - c. In response to Said's request for additional information on CORE, Greene showed the committee members the page dedicated to the program on the CTX website: <https://www.cerritos.edu/ic/Programs/C.O.R.E.htm>

5. For Information: Preliminary Planning Has Started for Two Online Summer Institutes for 2021
 - a. Greene reported that one summer institute will focus on equity, diversity, and inclusion (EDI) in teaching and learning. This will represent the evolution of our previous Culturally Responsive Teaching and Learning (CRTL) summer institutes, as well as our current Faculty Inquiry and Research for Equity (FIRE) professional development efforts. The facilitators will be Lydia Alvarez and Damon Cagnolatti.
 - b. He also reported that one summer institute will focus on online teaching and learning. This is meant to provide an opportunity for faculty to go “beyond the bootcamp” in their understanding of best practices for online teaching and learning. The facilitators will be Janet Mitchell Lambert, Veronica Herrera, and Linda Hua.

6. For Consideration: Potential Questions for a New Interview Component to Our Teaching Assistant (TA) Program Selection Process
 - a. During the January 12 FPDC meeting, we discussed 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.



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- b. Greene and Valencia followed up on that earlier discussion by presenting some sample interview questions for the FPDC's consideration. The committee members reviewed the questions and offered multiple suggestions for revisions, additions, and deletions.
 - c. Kaitlin Scott also suggested the incorporation of a teaching demonstration into the fall follow-up professional development events meant to help prepare the TAs for the community-college hiring process.
 - d. In response to an earlier request for information from the committee, Greene shared some data on how many past participants in the TA Program have been subsequently hired as teachers at Cerritos College. Of approximately 65 participants in the TA Program from fall 2014 to fall 2019, as of spring 2020, at least 26 had been subsequently hired as teachers at our college. As of last spring, 17 of those were still current employees of Cerritos College (16 part-timers and 1 full-timer at the Child Development Center). Of those, at least two have won an award for their teaching at Cerritos College.
7. 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 January and February meetings, including: "Exploring Health Justice and Equity"; "Guided Pathways and Student Learning Outcomes"; and "Writing with Integrity Roundtable."
8. 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 February and March meetings, including: "Creating Simple and Sustainable Educational Videos"; "Guided Pathways Presents: Transfer 101 for Faculty"; "Structuring a Zoom Lesson"; "Make an Impact on Our Students' Lives Outside of the Classroom"; and "Safe Zone Self-Paced Training."
9. Items from the Floor
 - a. As suggested during the earlier discussion of item 5, Greene will explore the possibility of creating a standalone webinar on *Gradescope*, which some faculty in the SEM Division are currently using.