



CENTER FOR TEACHING EXCELLENCE

11110 ALONDRA BLVD. • NORWALK, CALIFORNIA 90650-6298 • (562) 860-2451

FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE AGENDA 1 p.m., November 8, 2022; Zoom

Attendees: Lydia Alvarez, Monique Valencia, Kaitlin Scott, Sarah Pirtle, Whitney Griffin, Joana Mootz-Gonzales, David Betancourt, Valeria Christensen, Angela Cho, Frank Vega, Kari Hemmerling

Call to Order: 1:07 pm

FPDC Goals:

- A. Encourage the adoption of policies and procedures that will facilitate faculty professional development (C1).
- B. Expand awareness among faculty of available professional development opportunities (C3).
- C. Facilitate the creation of professional development opportunities meant to help our faculty – and, by extension, our students – meet the overall educational goals of Cerritos College (C4).
- D. Facilitate the creation of professional development events that encourage the strengthening of an equity mindset as well as foster a culture of respect that reflects the college’s commitment to diversity and inclusion (A1 and A8).
- E. Advocate for the college to hire the position of Instructional Technology Designer to assist faculty with best practices for designing online courses, including technical standards for accessibility (E3).

1. Approving: Minutes for October 11, 2022. 1)Kaitlin Scott, 2) Monique Valencia, Abstain) Sarah Pirtle. Minutes approved with corrections.
2. Instructional Designer Position Postponed (Goal E) – Goal E has been re-added to the list of Goals.
3. [FPDC Coordinating Committee Presentation on Accurate FLEX Report \(Goal A\)](#)
 - a. Shared most accurate and current numbers
 - b. Highlighted multiple forces influencing accuracy
 1. Transitioned to Cornerstone from Flex Reporter
 2. Cornerstone not fully functional
 3. Pandemic
 4. Faculty do not understand how to complete submission process
 5. Next steps – develop ideas on how we can help
4. Considering: Academic Calendar and Total Number of Contractual Days (Goals A-D)
 - a. As this issue is discussed moving forward what are FPDC priorities? How are the [committee responsibilities](#) and goals best supported and why?
 - b. Topics for consideration:
 1. Maintaining 25 hours of FLEX
 2. Reducing total hours of FLEX
 3. Reducing total days of instruction



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4. Including all campus FLEX days
5. Maintaining 100% flexibility for faculty to choose FLEX activities
 - a. [Senate Survey](#)
 - i. 91% 10-month faculty responded
 - ii. 47.2% 171 days with 24 hours of Flex – 2 academic days would be removed from the academic year
 - iii. 40.6% 173 days with 12 hours of Flex – no change to academic days
 - iv. 7.5% No opinion
 - b. Discussion:
 - i. Joana - Think about students and the responsibilities of this committee and faculty at large. How does this honor our responsibilities to conduct professional development? 11-12 month employee are remained the same need to work the entire year.
 - ii. Frank – Faculty instructional contract is separate from 11-12 month employees. They need to discuss it with their contracts. Frank would like to take random two days, days depends on faculty.
 - iii. Kaitlin Scott – Having an extra two days would be beneficial to allow us to take more time for training and would not impact services.
 - iv. Joana – Does 16-week calendar affect the final decision. Lydia, The contractual days will be renegotiated with the Calendar committee.
 - v. Valeria – Keeping the Flex hours will help us with Goal A.
 - vi. Frank – CTE need to complete PD hours anyways to stay concurrent. Valeria, agreed that faculty in CTEs + HO have to stay current with licenses, so no what they need to complete the 25 + more.
 - vii. Lydia – adjusting flex hours will affect Goal C & D will be impacted. David, decreasing the number of flex hours will make it more difficult to complete the goals.
 - viii. David – State Guidelines highlight to allow as much flexibility for faculty to complete PD. It highly recommends to not create required flex days.
 - ix. Frank – There is not enough data/information to for this committee to make a proposal.
 - x. David – The CCFF has already made a decision and are moving forward. How is that decision going to this committee and professional development for Faculty.
 - xi. Joana – is this decision for 2022-2023 academic year?



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- xii. Lydia – Academic is set for the next 3 years. Academic Calendar is going to make a decision for the next 3 years.
 - c. David making a motion of a recommendation - To continue with 24 hours and work towards adjusting the academic calendar by 2 days. To support the goals of this committee and to make professional development accessible to faculty. Kaitlin Suggestion.
Joanna second –
8 approved, 1 abstain
David requests that reps ask at division meetings how faculty would like to proceed.
 - d. Draft of MOU: Any adjustments to Flex hours and changes to professional development is held under this committee. We need to be part of the discussion and to make recommendations.
 - e. FPDC, Faculty Senate, and CCFE allows faculty to provide input on this situation
5. Promoting: [Selected Events](#) – All on *Cornerstone* (Goal B)
 - a. Developing a list of resources to help faculty with Cornerstone
 6. One Campus One Book Request for committee members
 - a. Let Lydia know if you are interested in participating in this event.
 7. Equity Audit and Anti-racist training
 - a. Santa Monica – Using a program, 300 faculty doing training. Let Lydia know if you would like to participate in the planning.
 8. Falcon Day Dec. 2 – Save the Date!
 9. Items from the Floor
 - a. None

Next FPDC Meeting: December 13 at 1:00