



CENTER FOR TEACHING EXCELLENCE

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FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE MINUTES

DATE: December 8, 2020

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

Chad Greene, CTX Coordinator/Chair

Kari Hemmerling, HPEDA

Judi Holmes, SAS

Fernando Jimenez, HSS

Joana Mootz Gonzales, LA

Asma Said, SEM

Kaitlin Scott, Library

Marlena Shore, HO

Monique Valencia, CSEA

Frank Vega, Technology

Wendy Wright, BE

ABSENT

Veronica Herrera, Counseling

Sarah Pirtle, CSEA

AGENDA ITEMS

1. For Approval: Minutes for November 10 Faculty Professional Development Committee (FPDC) Meeting
 - a. David Betancourt made a motion to approve the minutes for the November 10 FPDC meeting; Wendy Wright seconded the motion. The minutes were approved with twelve voting in favor and two abstaining (Michael Arambula and Shawna Baskette).
2. For Consideration: Our "Welcome Page" on *Cornerstone*, Our Replacement for *Flex Reporter*
 - a. Chad Greene informed the FPDC that our integration was still likely to occur in January, due to the previously reported delay with the implementation of the college's new human resources information system.
 - b. Greene shared that our colleagues in HR and IT were revising a draft of our "inbound data feed" for *Cornerstone*, which was an important step in our implementation process.
 - c. Greene and Monique Valencia welcomed the committee's feedback on our "Welcome Page" on *Cornerstone* and previewed the "Learning Search" function. (Greene thanked FPDC members Valencia and Sarah Pirtle for putting together our "Welcome Page.")
 - d. Greene asked for at least some FPDC members to volunteer to help pilot our instance of *Cornerstone* this spring. Arambula, Baskette, Betancourt, Joana Mootz Gonzales, Kari Hemmerling, Asma Said, Kaitlin Scott, Marlena Shore, and Frank Vega all volunteered, as



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well as our distance education co-coordinator Janet Mitchell Lambert. Betancourt asked whether any professional-development activities completed as part of the pilot program could be applied to fulfilling a volunteer's 2020-21 flex obligation; Greene confirmed that they could.

- e. Sharing his perspective as the former CTX coordinator, Betancourt advised Greene that proactive outreach to deans will be important as we prepare to make the transition from *Flex Reporter* to *Cornerstone*. Baskette offered to work with Greene on those outreach efforts.
3. For Consideration: Proposed Nomination and Selection Processes for Annual Award for Outstanding Contributor(s) to Professional Development
 - a. During our October meeting, the committee decided to start an annual award for outstanding contributor(s) to professional development and asked Chad Greene and Monique Valencia to return with a proposal for nomination and selection processes.
 - b. After reviewing the proposed nomination and selection processes, Betancourt suggested a clarification of the wording to clearly communicate that the award was specifically intended to honor the contributions of Cerritos College employees. The rest of the FPDC agreed with this suggestion.
 4. For Information: Participants in Our Improved Teaching Assistant Program (TAP) Were Approaching Completion of Their Mentored Teaching Experiences
 - 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. Greene announced the TA Program for fall semester would conclude on December 11 with a panel of past TAP participants, including FPDC member Michael Arambula, who would provide them with advice on making the transition from teaching assistant to teacher.
 - c. Next year, the CTX hopes to expand the TA Program by placing more applicants with mentors. For fall 2020, less than half of the qualified applicants were able to be matched with mentors. Green reported that multiple past mentors expressed that they were not yet comfortable enough with teaching remote and/or online classes to take on a mentee in this unusual semester.
 - d. Wright requested additional information about how many past participants in the TA Program had subsequently been hired as teachers at Cerritos College. Greene promised to bring back data from Human Resources in the near future.
 - e. Wright also asked if the screening process could potentially be improved the future, to ensure more effective mentor-mentee relationships.



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- f. Scott asked if information about the TA Program could be sent to interested tutors working in the Success Center. Greene and Valencia promised to send it any tutors who expressed their interest.
5. 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 November and December meetings, including: Assessing and Reporting SLOs; Guided Pathways Presents: Using Your Guided Pathways Framework to Mitigate Challenges Faced by Students; and Authentic Assessments in STEM – and Beyond.
6. 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 December and January meetings, including: The Orientation: Onboarding and Retaining Students; Guided Pathways Presents: Instructional Strategies to Promote Student Equity and Engagement; Pro Tips Support Session: Maintaining Equity in an Online Classroom Environment; and Working with DHH Students: Strategies, Services, and Support that Lead to Success.
7. Items from the Floor
 - a. There were no items from the floor