



# CENTER FOR TEACHING EXCELLENCE

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

## FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE September 13, 2022 Minutes

### 1. Approval of Minutes for May 10, 2022

Joana Mootz Gonzales moved to approve with Kaitlin Scott as second. Chris and Sarah abstained.

### 2. Welcoming Committee Members and Guests

New Members: Angela Cho SEM and Dahlene Holliness SAS  
Chris Ingstad proxy for Valeria Christensen  
Nick Matthews guest (representing DE Team)

### 3. Reviewing: Goals for the Faculty Professional Development Committee/ Expectations and focus for 2022-2023 (Goals c and d)

Lydia proposed we continue to keep the same two goals as our focus this year. There was no objection.

### 4. Reviewing FLEX Week numbers/ Survey Results and Orientations (Goals c and d)

Lydia Reviewed the FLEX Week numbers with the committee members, highlighting TAProgram Orientation and Great Teaching Resource Fair,(offered both as in-person and online events) a new event included in NFOP and open to all. The FLEX Week Attendance Record was shared with comparable information from FLEX Week 2021. Attendance for events more than doubled from the year before.

Lydia noted that all other in-person events were cancelled due to low enrollment. We assume the transition this year to on campus events affected registration, but it is hoped faculty will become more comfortable with in-person events. Without being certain how faculty comfort levels will continue to change and at what pace, this transition will need to be considered as events are planned in the future.

Whitney suggested a visual representation of the FLEX Week attendance data could be valuable, making it easier to refer to and to consider when making decisions in the future. She suggested some ways of categorizing the types of events offered during FLEX Week.

Monique suggested establishing categories would be a valuable and informative exercise for the committee.

### 5. Providing information on Early Alert System (Goal c.)



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The CTX offered support for the campus-wide initiative: the Early Alert System, as it scales up from a small pilot to including all faculty teaching selected math and English courses. The CTX identified faculty trainers and scheduled workshops and office hours for participants, assisting with professional development and logistics. David wondered how Early Alert could be distinguished from other platforms and efforts to communicate with students such as CAIR and Rosters+ and if it would eventually replace or repeat these other tools. Lydia informed the committee that at this time, there it is not replacing any other platform on campus. David asked if a representative from Early Alert might join a FPDC meeting.

## **6. Cornerstone email with video, and worksheet (Goal a.)**

A draft of an Individual Proposal Worksheet was shared with the committee, a tool designed to help faculty keep track of their professional development efforts throughout the year, so they can refer to it when writing Individual Proposals at the end of the year.

Whitney saw particular value in the column identifying categories for professional development efforts by type.

Lydia asked committee members to experiment with the worksheet before our next meeting.

A specific request was made to members to please revisit the directions at the top and to bring suggested revisions to the next meeting.

David asked if the worksheet would replace the Cornerstone transcript. The form is a worksheet only, designed for faculty convenience to use informally.

## **7. Department Efforts Qualifying for FLEX (Goal b.)**

To better inform faculty of activities qualifying for FLEX Credit, committee members were asked to share with the CTX information about programs and initiatives within their areas that could qualify. Examples were given, such as the LA Division Mentoring program, creating courses, etc.

## **8. Outstanding Faculty Award 2019-2022 (Goal a.)**

The Faculty Awards have been frozen since 2019. Lydia asked the committee their thoughts on proposing that the faculty, as a whole, be designated as Outstanding Faculty of 2019-2022.

David wants the program to continue and would to prioritize its continuation and questioned if awarding all faculty this honor might diminish the award for those individuals who have or will receive it in the future. Although his personal opinion might not be in line with the committee's, as a whole, he supports the will of the committee. Frank Vega agreed that the priority should be to maintain the award moving forward, though he offered, as a senator, to mention in Senate the idea of giving the award for 2019-2022 to the entire faculty.

## **9. Ideas for Workshop Topics for Falcon Day (Goal a. and b.)**



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Committee members were asked to send ideas to Lydia.

### **10. Summer Institute Update (Goal c.)**

The CTX budget was cut due to contract ratification. An effort is being made to save funds for a possible summer institute and/or find alternative funding.

**Meeting Ended at 1:57 PM**