



CENTER FOR TEACHING EXCELLENCE

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

FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE AGENDA 1 p.m., October 11, 2022; Zoom

Call to Order: 1:02 PM

Attendees: Lydia Alvarez, Joana Mootz-Gonzales, Shawna Baskette, Angela Cho, Monique Valencia, Kaitlin Scott, Frank Vega, Wendy Wright, Valeria Christensen, Nick Matthews (Guest), Kristine Aslanyan, Fernando Jimenez, Whitney Griffin, Kari Hemmerling, David Betancourt

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).

Agenda Items:

- 1. Approving: Minutes for September 13, 20; 1) Kaitlin Scott 2) Kristine Aslanyan. Abstain) Valeria Christensen. Minutes Approved
- 2. New Hourly Staff Hired (Goals A and B)
 - a. Hired New Hourly in CTX – Lydia announced the new hire of hourly staff, Owen Ramirez.
- 3. Instructional Designer Position Approved (Goal E)
 - a. We received approved to hire an Instructional Designer – Lydia announced new job position.
- 4. PD Attendance Pie Chart (Whitney) (Goals A and C)
 - a. Lydia thanked Whitney for creating a visual graphic of Fall '22 FLEX week attendance, and encouraged continued integration of data as decisions are made.



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5. Outstanding Faculty Committee
 - a. Frank could not add the FPDC committee's idea for the Outstanding Awards for 2021-2022 to the Senate's agenda. However, he spoke to individual senate members and heard great feedback.
 - b. Next Steps – We will continue the discussion on how to move forward next meeting.
6. Cornerstone Video and Worksheet
 - a. The CTX intends to create a video using Cornerstone and has created a worksheet to help faculty keep track of hours.
 - b. Lydia explained - All completed PD is available on your Transcripts. Faculty are welcome to submit an individual flex proposal for external events. Faculty can complete all 25 hours off-campus through external trainings. Please remind your division that faculty can complete individual flex proposals.
 - c. Valeria – Recommends presenting at Division Meetings on how to use Cornerstone.
 - d. Lydia suggested – Creating a template/presentation for faculty to use to present at Division Meetings.
7. Considering: Academic Calendar and Total Number of Contractual Days (Goals A-D)
 - a. Background – adding Fall Flex Week to Academic Calendar
 - A. Lydia explained – The Academic Calendar has too many instructional days (including FLEX). As a committee, we need to decide how we would like to move forward. This can impact how many flex hours faculty need to complete or how many teaching days faculty have to complete.
 - B. Background – Wei, VP of Academic Affairs, noticed that Flex Week was not listed on the Academic Calendar for Spring 2023. Lydia was included as a member of the Academic Calendar Committee where it was noted that full-time/10-month faculty are required to complete 25 hours of flex credit, which is equivalent to approximately 4 additional teaching days. This means that faculty are teaching 173 Instructional days + 4 flex days (6 hours = 1 flex day) = 177 days. Faculty are teaching 12 hours over the contract agreement of 175 days.
 - C. Determining Next Steps – Since the Faculty Professional Development Committee is responsible for matters concerning FLEX, we have been asked by our Union and Senate reps on the Academic Calendar committee to consider this issue, although they plans to move forward with a faculty survey. As a committee, we need to consider the impact of reducing the number of flex hours, and an additional issue of whether or not we support changing the FLEX design of the College, from 100% flexibility (faculty choose how to



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fulfill their 25 hour FLEX requirement) to one that includes required professional development activities/days.

- D. The issue is introduced with the intent to continue the discussion in following meetings after members have had time to consider the impact of these proposals. Lydia explains to members that they might receive a survey from our Union and the Senate, and they are invited to participate as faculty.
- E. Committee thoughts/feedback:
 - 1. Joana Mootz-Gonzales clarified that we need to reduce total number of instructional days or reduce the number of flex hours. It was then proposed to reduce the number of instructional days. She would like to use that time before Thanksgiving break to extend it. Joana would like to keep the 25-hour requirement. Frank and Valeria agreed.
 - 2. Angela Cho feels that most faculty tend to complete their 25-hour flex obligation or surpass it. It wouldn't make a difference to reduce the number of flex hours. Angela would like to reduce the number of flex hours.
 - 3. Valeria Christensen agreed with Joana Mootz Gonzalez. and would prefer to reduce the number of teaching days. Valeria would also like to maintain 100% flexibility regarding how faculty complete their flex hours. Joana agrees.
 - 4. Nick Matthews commented: He has heard from other campuses that faculty do not like flex days. The topics do not always pertain to faculty and their discipline.
 - 5. Kristine Aslanyan wanted to remind the committee to include non-instructional faculty feedback and suggestions. Lydia A. reminded Kristine A. that part-time faculty are not required to complete flex hours.
 - 6. Frank Vega commented: Removing two days of instruction would affect our students and certificates program. For the Automobile Program, students are required to complete X number of hours. Removing two days of instructions would affect students' ability to complete the number of required hours.
 - 7. Lydia mentioned: Is there a number of required FLEX hours that is so low they become symbolic rather than truly supportive of meaningful faculty professional development?
- 8. Review Shared Governance Committee [Survey Results](#) (Goals A-D)
 - a. Lydia asked the committee to review the results



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9. Promoting: [Selected Events](#) – All on *Cornerstone* (Goal B)

10. Items from the Floor

a. Nick provides updates from the DE Team:

- Announcements: [DE workshops for the semester are listed here.](#)
 - Ongoing series: video club, unpacking SLOs, Small Teaching Online book club
 - Pro Tips: Hypothes.is collaborative annotation (October 25, 11:00-12:30)
 - Pro Tips: Using groups in Canvas and beyond (November 8, 11:00-12:30)
- Hyflex concerns are being considered by the DE team. Academic Affairs has become aware of Title 5 compliance issues surrounding HyFlex courses. The DE team will be developing faculty professional development opportunities related to interaction, accessibility, and privacy in HyFlex courses, as well as HyFlex classroom technology.
- The DE team is working on a proposal to have DE-certified instructors periodically demonstrate currency in DE via ongoing professional development, including:
 - Rationale
 - Research on peer colleges' requirements
 - DLC consultation
 - CCFE consultation
 - Ongoing language development, including:
 - Currency every 5 years
 - 3-4 hours total
 - Potentially require accessibility and interaction components
 - Multiple options
 - FLEX (Cerritos workshops, @ONE courses, other external workshops)
 - POCCR review process
 - Asynchronous refresher course
 - Compensation and evaluation mechanism are identified as areas of potential contention.

Meeting adjourned – 1:59 pm

Next FPDC Meeting: 1 p.m. on November 8 at 1:00