



CENTER FOR TEACHING EXCELLENCE

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

Coordinator: David Betancourt, dbetancourt@cerritos.edu

FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE - AGENDA OUTCOMES

November 30, 2017; 11:00am – CTX (LC-201)

Call to Order – 11:02am

1. PLN Awareness Campaign: [EMP: C1.4, C1.8, **C3.2**, C4.2]

<https://prolearningnetwork.cccco.edu/>

- a. Update: PLN now on ABC Index and Faculty Resources
- b. Next Steps?
 - i. **Accountability: At the state level, there is a committee working on providing some type of accountability for campuses state wide:**
 - 1. **Date of Training**
 - 2. **Completion Date**
 - 3. **Duration**
 - ii. **Awareness Campaign:**
 - 1. **Shout-outs, attend division meetings, hard copy mailer, add an announcement to Flex Reporter, Daily Falcon, division markey's/digital displays**

2. Expanding Mentor Program: Mentor Training for Class Visits

[**C4.1**, C8.1]

- a. Update: Present to faculty senate and deans as informational
- b. Key components: Not part of evaluation, non-compulsory, for everyone, target NFOP, available to TA Program participants, available for flex credit, teams will be built
- c. **Logistics:**
 - i. **Flex Credit: Following the state guidelines, participants can receive flex credit for every aspect of the program. Ex: Being train, training, observer, being observe, follow-up meeting, etc.**
 - ii. **Hours available for flex credit: 4 hours - 10 hours (max)**
 - 1. **Observing (30mins)**
 - 2. **Discussion (30mins)**
 - 3. **Training (3 hours)**
 - iii. **Administrative procedures**
 - 1. **Documentation with logistics for evidence**
 - 2. **Individuals can submit as an individual proposal or added as a group to Flex Reporter specially for the mentoring program (Ex: Teaching Practices & Online Certification)**

- Atherton, Amparo Classified
- Baskette, Shawna Manager
- Betancourt, David CTX
- Breit, Craig FA
- Calisher, Jennifer SEM
- Falcon, Dennis HUM/SS
- Greene, Chad LA
- Moriarty, Cindy BE
- Pestolesi, Kari HPEA
- Scott, Kaitlin Library
- Shore, Marlena HO
- Valencia, Monique Classified
- Vega, Frank Technology
- VACANT Counseling
- VACANT Student Services



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3. Online Certification

- a. Faculty have express concerns about the Online Certification Program
- b. Faculty Senate is taking lead on Online Certification, but has not been discussed yet
 - i. Faculty will like this committee to discuss the Online Certification
 - ii. Faculty Senate is working on incentives and online initiatives
- c. Faculty will like alternative training for Online Certification
- d. Faculty will like written policies for alternative certification processes
 - i. Training Example: Taking a graduate level course at a Cal State/University on introduction to teaching online or online teaching & learning that could be counted/equivalent to teach online at our campus.
 - ii. Faculty would like to have more content specific training rather than general information
- e. Request/collaborate with Academic Affairs to develop a survey to see how many faculty are interested in alternative training
- f. Concerns:
 - i. If faculty are not required to certify to teach in general class, why are faculty required to be certify to teach online?
 - ii. Academic Affairs will need to create a rubric of what these alternatives can be so that faculty are not just attending any training
 - iii. Technology keeps changing and there is not one way to teach online
 - iv. Why change the current procedure if it already works and create a mismatch of various trainings?
 - v. If a faculty member already teaches online with canvas at another campus, do they need to be retrained? Can they be grandfather in?
 - vi. Online Certification is only available during certain weeks, not year round.
- g. Next Steps:
 - i. This committee will focus on addressing the challenges within the Online Certification.
 - ii. This committee will collaborate with Cynthia Alexander to develop a model for faculty with steps/modules depending on the faculty knowledge and experience working with canvas. An assessment test will determine the faculty placement.
- h. Actionable Items:
 - i. Start the conversation with Cynthia Alexander
 - ii. Continue the conversation with higher constituents
 - iii. Develop a timeline
 - iv. Create/connect with a committee/task force to assist Cynthia in this process
 - v. Develop a rubric/template for the requirements to teach online
 - vi. Develop an assessment tool to determine placement



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4. Online Teaching: Office Mix
 - a. We need more clarification from the person who suggested Office Mix
 - i. **The person who mention Office Mix did not attend this meeting**
 - b. It's added functionality to PowerPoint for online and in the classroom (Possible topic for a CTX workshop)
 - c. Discussion
 - i. **Update:**
 1. **Faculty Senate is driving the online initiative for online teaching**
 2. **CTX "Brown Bag Luncheon" focuses on online teaching practices.**
 - a. **David will attend to assist in the facilitation as well as contribute to the conversation.**
 - ii. **This committee will continue the conversation on how to focus on online teaching practices.**
 - iii. **Faculty Senate is going to present an initiative on Tuesday, December 5, 2017.**
 1. **An update will be provided to this committee at the next meeting.**
5. TEDx Review Committee:
 - a. Check out application process and rubric
 - i. **FPDC will review applications online using the rubric developed by the Speech Department and the CTX Advisory Board**
 - b. Make final decisions at January 25 meeting!
 - c. **Advertisement: CTX, Public Affairs and Staff Development**
6. Items from the floor:
 - a. **None**
7. Meeting Dates:

Thursday, October 26, 11am-12:30pm, CTX Conference Room
Thursday, November 30, 11am-12:30pm, CTX Conference Room
Thursday, January 25, 11am-12:30pm, CTX Conference Room
Thursday, February 22, 11am-12:30pm, CTX Conference Room
Thursday, March 22, 11am-12:30pm, CTX Conference Room
Thursday, April 26, 11am-12:30pm, CTX Conference Room

Adjournment – 11:53am



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