

Minutes/Notes for Faculty Professional Development Work Group

Wednesday, November 29; 11:30 AM-12:15 PM in A-112

Revised Mission Statement: We foster a community of innovation, inquiry and collegiality through professional development to improve student success and equity and faculty growth.

Agenda Items:

1. Meeting Schedule: Wednesdays 11:30AM-12:30PM on 11/29 and 12/13 in A-112.
2. SAC Faculty Development Tracking System and Flex Policies: Review policy sheet. Flex Week Planning.
 - a. Conference attendees will hold conference debriefings during flex week. (Mary will schedule these)
 - b. Guided Pathways Convocation and Breakouts for 2/2/18. A team from the Guided Pathways Task Force is working on this. George and Mary will keep us updated.
 - c. Workshop Proposals: Using Art to Teach Almost Anything (Ed Fosmire); Mentoring of Honors Students; Make Banners for Canvas without having to be a Graphic Artist.
 - i. Mary will provide titles & descriptions for newly proposed workshops.
 - ii. The Work Group approves giving workshop flex credit to faculty providing support for honors students and for English faculty who review college essays.
 - iii. Cherylee will approve Canvas and DE flex workshops.
 - d. Soliciting workshops & meetings (includes "mandatory workshops" on accessibility, EEO, etc. and repeated workshops. New workshops?)
3. Teaching with Technology Center & Studio. Update. Not discussed.
4. Conference process & template for sharing conferences.
 - a. Advocate for e-form for SAC Conference Packet.
 - b. Ask software developer to give us the ability to submit conference reports directly to the Professional Development website once these reports have been approved by the dean. The conference attendee will include key words/topics on the report to assist with search on the PD website.
5. The FARSCCD contract does not specify that it is necessary for faculty to have professional development opportunities that help them maintain currency in their fields and knowledge of best practices to support learning, equity and

success for students. Recommendation: Include a statement along these lines so that all faculty, including non-instructional faculty, are able to pursue professional development opportunities during work days. Mary will draft the statement.

6. SAC PD Advisory Committee Action Requests (next meeting 11/29):
 - a. Proposed PD Mission Statement: SAC fosters student success and equity through professional development.
 - b. Proposed Goals:
 - i. Build community and break down departmental barriers and silos.
 - ii. Transform SAC through critical self-examination that leads to an increase in equity-minded attitudes and practices.
 - iii. Improve faculty's ability to deliver effective and current pedagogy
 - iv. Develop new ideas to solve problems in innovative ways
 - v. Train SAC faculty, staff and administrators to meet the ever changing needs of industry.
 - vi. Improve business processes to more effectively serve students
 - vii. Provide technical training
 - viii. Provide space and time for SAC faculty, staff and administrators to have discussions about teaching and guided pathways
 - c. Proposed Activities:
 - i. Identify SAC PD needs
 - ii. Recommend/offer professional development activities (Do not set a goal for increasing the number of activities. Emphasize quality of activities.)
 - iii. Assess PD activities
 - iv. Increase SAC PD participation by ___% (annually). Baseline needed.
 - d. Determine how to measure PD success. This includes qualitative as well as quantitative measures.
 - e. Discuss possible content for a Leadership Institute (not discussed)