

Faculty Development Committee Meeting
Minutes for Tuesday, February 9, 2016, in Teaching and Learning Center,
Library Basement, 1-1:50 pm

<u>Name</u>	<u>Abbreviation</u>	<u>Division</u>
Florence Baker (present)	(FB)	Behavioral & Social Sciences
Dustin Black (present)	(DB)	Behavioral & Social Sciences
Kristie Daniel-DiGregorio* (present)	(KDD)	Behavioral & Social Sciences
Ross Durand (excused)	(RD)	Industry & Technology
Briita Halonen (present)	(BH)	Humanities
Sheryl Kunisaki (excused)	(SK)	Learning Resources
Sumino Otsuji (present)	(SO)	Humanities
Margaret Steinberg (present)	(MS)	Natural Sciences
Lisa Mednick Takami (present)	(LMT)	Professional Development
Evelyn Uyemura (present)	(EU)	Humanities
Andree Valdry (present)	(AV)	Learning Resources/Compton Center

*Committee Chair

Mission Statement: The El Camino College Faculty Development Committee provides opportunities and support to promote instructional excellence and innovation through faculty collaboration.

Spring 2016 Meetings: February 9 & 23, March 8, April 12 & 26, May 10 (if needed).

AGENDA

1. **Spring PD Day:** In an informal debrief, (MS) expressed an interest in having more options for the afternoon sessions at Spring PD Day. The team noted that other faculty have echoed this sentiment. (LMT) explained that substantial coordination is required for the afternoon sessions at Fall PD Day and there isn't sufficient staffing to offer a full afternoon schedule twice/year. (EU) suggested offering a choice of 3-4 of the technology trainings provided by Professional Development. For many faculty, teaching schedules prevent them from attending the trainings which are offered during the semester. (KDD) suggested that new faculty may welcome a chance to continue the New Faculty Learning Academy on Spring PD Day. (LMT) indicated that new faculty would be welcome to organize follow-up activities. (LMT)'s team will compile PD Day evaluations in time for the next meeting.
2. **General Session and Campus Safety Presentation:** (KDD) asked for input regarding the general session. (BH) mentioned that some faculty in her division had an emotional reaction to the active shooter video that was shown, which was understandable given the content of the video. (FB) recalled that she provided a drill and information about possible scenarios for her students the first week of classes. The team requested access to the video shown on PD Day.

(MS) has discovered equipment that would help ameliorate the issue raised by faculty during the open forum on Spring PD Day. Faculty expressed concern their classroom doors do not lock from the inside and/or they swing out from the classroom, making it impossible to effectively block the entrance to the classroom. Approximately four weeks ago, (MS) suggested that the Office of Safety and Health investigate the devices but has had no response. She will follow up. (LMT) reported that Chief Trevis recently visited the Professional Development and Learning Office to complete a risk assessment, which was very illuminating.

(EU) indicated that the federation has selected "security" as their theme for negotiations, with a focus on physical and fiscal security. (BH) reflected that concerns for their safety and the safety of their students is hampering faculty members' ability to do their work. It can be difficult to concentrate and focus when you feel vulnerable. (EU) added that faculty may also fear being sued, given the increased focus on topics and issues which can act as triggers for students.

Communication was also raised as a pressing issue for the campus. (EU) pointed out that the building captains are a welcome addition, but it will be virtually impossible for an instructor on the third floor of the Humanities building to reach a building captain who is in class on the first floor. She also pointed out that fire alarms – which indicate a need to evacuate a building -- are our primary mode of campus-wide communication in an emergency. But some circumstances may call for sheltering in place.

Nixle is a potentially useful tool, but has had mixed results. The team indicated it would have been helpful to have printed information about how to sign up for Nixle at Spring PD Day. Some faculty may benefit from a workshop on how to sign up for Nixle. The concern is that not all subscribers receive messages in a timely manner and, in buildings like SOCS, Nixle would be inaccessible because very few phones get a signal in that building.

The perception among faculty is that there has been much discussion about safety issues, but there are many action items are still pending, including:

- Limited access to communication in classrooms (no signal so no Nixle, no phones).
- A need for training – drills – so faculty feel equipped to respond to active shooter. The team recommends division-based drills since divisions often have different types of facilities.
- An urgent need to be able to lock classroom doors from inside a classroom.

(LMT) indicated some concerns have been expressed that a drill would traumatize students, but the research does not bear this out. (KDD) reported that her son's school began receiving bomb threats on December 11th and by February 8th, developed and implemented a full-scale bomb threat drill. Campus safety emerged as an especially urgent issue at El Camino when a student issued threats in fall of 2014, approximately 18 months ago. This was the impetus for the FDC-sponsored event, "It Takes a Village: Campus Safety and Security," facilitated by (DB) and well-attended by faculty.

(KDD) indicated she would approach the Senate leadership for guidance on how to most effectively raise these issues so they can be addressed.

Meeting adjourned at 1:50 p.m.