

## **Faculty Development Committee Meeting**

**Minutes for Tuesday, November 13, 2018**

Teaching and Learning Center (TLC), Library West Basement, 1-1:50 pm

Present	Name		Division
X	Stacey Allen*	(SA)	Behavioral & Social Sciences
	Alireza Ahmadpour	(AA)	Fine Arts
	Dustin Black	(DB)	Behavioral & Social Sciences
	Briita Halonen	(BH)	Humanities
	Amy Herrschaft	(AH)	Counseling
X	Sheryl Kunisaki	(SK)	Library & Learning Resources
X	David McPatchell	(DM)	Compton College
	Polly Parks	(PP)	Natural Sciences
X	Margaret Steinberg	(MS)	Natural Sciences
X	Claudia Striepe	(CS)	Library & Learning Resources
X	Lisa Mednick Takami	(LMT)	Professional Development
	Evelyn Uyemura	(EU)	Humanities

\*Committee Chair

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

**Fall 2018 Meetings:** September 11 & 25, October 9 & 23, November 13 & 27

**Spring 2019 Meetings:** February 26, March 12 & 26, April 23, May 14 & 28, June 11

### **Informed & Inspired (I&I)**

SA reported that “Preparing for Generation Z: Teaching and Engaging a New Generation of College Students” by Anna Brochet, Monica Lanier, and Lori Suekawa on October 25<sup>th</sup> was very well-attended. The informative and engaging session included a PowerPoint presentation and useful handouts.

LMT inquired if the I&I sessions are open to all ECC employees noting this is a topic of particular interest across the campus and that learning about Generation Z helps all of us to better serve our students. CS noted that faculty often have other obligations that prevent them from attending these sessions during the college hour and recommended they be recorded and available on the ECC website; MS has made similar suggestions in the past and suggested that presenters share their PowerPoint presentations and/or handouts for those who are unable to attend. SA suggested we develop a webpage devoted specifically to Faculty Development to house such documents. LMT noted that CCC ConferZoom might be something to consider as a way of making the presentations more accessible to a wider audience. The committee discussed the need for closed captioning software for faculty use. MS noted more faculty would be inclined to produce videos if the software was easily accessible. LMT suggested contacting the SRC for assistance or her department who works with a vendor that can usually provide the service within 24 hours. MS noted the need for voice recognition software as well.

SA announced that Elice Hennessee will present “Learning across the Curriculum: Diverse & Inclusive Cross Curricular Course Content & Student Engagement” on November 29<sup>th</sup>, 1:00-1:50 in the Library West Basement. Announcements will be sent to the listservs soon.

### **Outstanding Adjunct Faculty Award (OFA)**

SA announced that nominees for this year's OFA included: Joshua Casper (Political Science), Janice Jefferis (Childhood Education), Richard Ewing (Art), Michael McDermit (English), Elizabeth Russell (Art), Fariba Sadeghi-Tabrizi (Communication Studies), and Sue Ellen Warren (Nutrition). Elizabeth Russell, who was nominated by AA and five of her colleagues in the Art Department, was selected as this year's OFA recipient. The selection committee included: Stacey Allen, Suzanne Gates (English), Scott Kushigemachi (Interim Associate Dean, Humanities), Sarah Leinen, (English), and Jenebrith Pastran (ASO Senator, Fine Arts). SA encouraged the FDC to attend the OFA award ceremony at the December 4<sup>th</sup> meeting of the Academic Senate.

### **Getting the Job (GTJ), Part I: The Application Process**

SA announced that GTJ, Part I will take place on Friday, November 30<sup>th</sup>, 12:30-3:00. Debra Breckheimer (Dean of Humanities), Martha Lopez (Human Resources), Cynthia Cervantes (Childhood Education), and Chelsea Henson (English) have agreed to serve on the panel. SA is looking to recruit one additional panelist and asked for suggestions from the FDC; she is currently waiting to hear back from colleagues in the Mathematics Department.

### **Cornerstone Update**

LMT provided an update on the Cornerstone implementation noting that despite numerous challenges, the software is scheduled to be in place for the spring 2019 semester. Cornerstone training is scheduled to begin for faculty at the end of this month and will continue throughout the coming months, including a breakout session on Spring PD Day.

MS inquired about the need to have more opportunities to earn flex credit on Spring PD Day. LMT noted we increased the number of sessions last spring. SA expressed concern about offering too many sessions this year that would compete with Laura Schulkind's session on 504 compliance. The committee discussed the possibility of offering two days of professional development beginning spring 2020. SA suggested moving the tenure reception to the second day of PD and providing an opportunity to showcase faculty scholarship including research, books, art, and sabbatical projects.

### **Sample Syllabus Statements**

The committee reviewed sample ADA syllabus statements and agreed that it would be prudent to consult AP 4055 (Academic Accommodations for Students with Disabilities) before proceeding. Several concerns were raised. MS asked if students are required to notify the SRC of a disability in order to receive accommodations or perhaps they could report to the Dean of Student Support Services. SK inquired if the disability must be documented. LMT noted the strength of the sample statements provides guidance for students who may require accommodations. DM suggested partnering with the SRC to draft a statement. SA noted the sample statement should be encouraging and supportive yet outline the student's responsibilities for making arrangements for accommodations. Contact information for the SRC should also be included. SA will forward AP 4055 to the FDC.

Adjourned: 1:50

SA/11.15.18