

**Faculty Development Committee Meeting**  
**Minutes for Tuesday, March 27, 2018**  
**Teaching and Learning Center (TLC), Library West Basement, 1-1:50 pm**

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

<b><u>Name</u></b>	<b><u>Abbreviation</u></b>	<b><u>Division</u></b>
Stacey Allen* (Present)	(SA)	Behavioral & Social Sciences
Alireza Ahmadvour (Present)	(AA)	Fine Arts
Dustin Black (Excused)	(DB)	Behavioral & Social Sciences
Anna Brochet (Present)	(AB)	Counseling
Briita Halonen (Present)	(BH)	Humanities
Analu Josephides (Present)	(AJ)	Library & Learning Resources
Sheryl Kunisaki (Present)	(SK)	Library & Learning Resources
David McPachell (Present)	(DM)	Compton College
Sumino Otsuji (Present)	(SO)	Humanities
Polly Parks (Present)	(PP)	Natural Sciences
Margaret Steinberg (Present)	(MS)	Natural Sciences
Claudia Striepe (Present)	(CS)	Library & Learning Resources
Lisa Mednick Takami (Present)	(LMT)	Professional Development
Evelyn Uyemura (Excused)	(EU)	Humanities
Carolee Vakil-Jessop (Excused)	(CVJ)	Federation

\*Committee Chair

**Fall 2017 Meetings:** September 12 & 26, October 10 & 24, November 14 & 28, ~~December 12 (if needed)~~

**Spring 2018 Meetings:** ~~February 27~~, March 13 & 27, April 24, May 8 & 22 (if needed)

### **1. Welcome**

The FDC welcomed our newest member, Polly Parks, Assistant Professor of Biology. Polly began teaching at ECC last fall and currently teaches BIO 10 – Fundamentals of Biology (for non-biology majors) and MICR 33- General Microbiology (for pre-nursing majors). Polly enjoyed serving on a professional development committee at another college and is excited to join the FDC. We're thrilled to have her!

### **2. Informed and Inspired (I&I): Lunchtime Faculty Development Series**

In collaboration with the Student Equity Advisory Council (SEAC), the FDC hosted two Informed & Inspired sessions in March. (SA) thanked, (SK), (CS), and (CJ) for helping to facilitate the sessions on 3/1 and 3/15 focused on Muslims in America. (AA) and (SA) attended the 3/15 meeting and noted that these sessions have provided an opportunity for meaningful dialogue between faculty and students. (AJ) commended the insightful student presenters and the opportunity to hear different perspectives.

The SEAC is scheduled to host two additional student dialogue sessions this semester – Women of Color in April and Latinx in May. The FDC has voted to hold one I&I session per month paralleling these themes. (SA) will confer with the SEAC to determine dates in April and May for I&I.

### **3. Flex Matrix Revisions**

(SA) reported that the FDC flex subcommittee has met regularly since early fall 2017 to revise the current flex matrix. FDC members were provided with the proposal to review. (CS) noted it will be a live document, one that can be revised as needed. The FDC recommended the proposal be sent to the Senate for review. (SA) noted that challenges with PD Reporter could delay the implementation of the revised matrix; however, replacement software is currently being explored. (LMT) thanked the subcommittee for its work on the matrix, noting the language is much more accessible and will be welcomed by faculty.

#### **4. Flex Reporting Software**

LMT provided an update on replacing PD Reporter noting that updating and acquiring support for the current software has been challenging. Ideally, new software would include a calendar option, the ability to upload documents, and the capability for digital signatures.

While attending the recent California Community College Council for Staff and Organizational Development (4CSD) conference, (LMT) learned that the Chancellor's Office is beginning a new pilot program with Cornerstone, a flex reporting software program that had been under review by PD. She has requested that ECC be considered for the pilot program. (LMT) expressed uncertainty about implementing training for the new software and the ability for Cornerstone to integrate with Colleague.

(LMT) noted that LeBaron Woodyard, Dean of Educational Programs and Professional Development at the Chancellor's Office, presented at the 4CSD conference and expressed the importance of providing documentation for flex activities. As a result, (LMT) noted we need to be more conscientious about our efforts to verify and document flex activities in accordance with Title 5.

#### **5. Great Teachers Seminar (GTS)**

(SA) and (LMT) reported that because much of La Casa De Maria was destroyed in the recent Santa Barbara mudslides, the Great Teachers Seminar will be held in Monterey this year. The relocation will require additional travel time by air and car as well as additional funding. The college typically provides funding for three faculty members to attend GTS, but due to the added costs this year, alternative conferences are being considered. In addition, because the Faculty Association of California Community Colleges (FACCC) is celebrating the 40<sup>th</sup> anniversary of GTS, they are strongly encouraging alumni to attend. This poses another challenge considering we typically send faculty to GTS who have never attended. (BH) and (SO) have attended GTS and reported that it is an incredible opportunity to share best practices with colleagues from various disciplines in a relaxing, retreat-like setting.

#### **6. ECC PRIDE Leadership Academy**

(SA) reported that the application deadline for ECC PRIDE is April 16, 2018. She encouraged FDC members to apply and to encourage colleagues in their division to apply as well. (LMT) noted that she and (AB), a PRIDE alumni, conducted a presentation along with Dr. Maloney at the 4CSD conference on the PRIDE leadership academy. (LMT) explained that PRIDE was initiated by Dr. Maloney in the fall of 2016 as a way to build leadership across the campus and to encourage a culture of change and innovation. (SA) noted that Dr. Maloney's motto for PRIDE has been to "lead from where you are," signifying that we can all be leaders regardless of our position at ECC. (AB) expressed that PRIDE was a very valuable experience. She explained that the academy includes four Friday meetings that provide numerous learning opportunities, a way to meet others from across the campus, and opportunities to learn about the college as well as the California community college system as a whole. (LMT) noted that PRIDE is open to faculty, staff, and managers and that faculty earn flex credit for attending PRIDE meetings.

#### **7. Additional**

(CS) reminded the FDC that the Student Equity Program is no longer able to fund the Faculty Book Club and inquired if PD could resume that responsibility. (SA) noted for the sake of time, the FDC would table this item until our next meeting on April 24, 2018.

Adjourned at 1:54

SA/4.10.18