Faculty Professional Development Committee
January 15, 2019
Virginia Beach BCTE
3 p.m.

<u>ATTENDED</u>: Tom Geary, David Wright, Cheryl Nabati, Vy Calhoun, Rhonda Goudy (Google Hangouts), Libby Watts (Google Hangouts), Tiffanny Putman (Google Hangouts), John Morea, Dianne Stanbach.
<u>GUESTS</u>: Monica McFerrin, Jaedda Hall, Matt Blanchard.
<u>ABSENT</u>: Jenefer Snyder, Jeanne Hopkins.

I. Call to order at 3:08 p.m.

II. Approval of minutes from Nov. 6, 2018 and Dec. 4, 2018
   - A motion to approve the Nov. 6 minutes are unanimously approved.
   - Dec. 4 minutes are unofficial due to lack of quorum.

III. Old business
  A. New Faculty & Adjunct Academy reports
   - Monica McFerrin shares the New Faculty Academy report. The small cohort of new faculty has a good structure for year 1 faculty, but the year 2 faculty (four faculty members - two in Nursing and two in IT) are in need of a better activity than teaching squares due to the availability and size of the group.
   - The faculty in year 2 will be working on Canvas training, but they need to find learning activities for Scholarly, Institutional Responsibility, and Service that will not burn them out (due to the various other initiatives at the college). These should not be busy work but useful workshops that could benefit other faculty as well.
   - Nursing could pair with Allied Health programs, but there are logistical issues since many Nursing faculty are in classes from 6 a.m. to 6 p.m.
   - There is a lot of value in year 1 New Faculty Academy, but it becomes increasingly difficult as a three-year program without enough faculty members to support.
   - Year 2 could become a benchmarking project that would help inform something beneficial to the college but also something they're interested in. The NFA chair then would coordinate the year 1 faculty but offer year 2 faculty support. This could be paired with an institutional responsibility like joining a committee.
   - IT year 2 faculty could attend the STEM Promise session paired with a Faculty Development Day.
   - There is no Adjunct Academy report for this meeting.
   - There could be a paired Faculty Academy with a year of intensive training and then a year with benchmarking and committee membership. This would be a refresher for senior faculty at the college.
   - New faculty could help offer training to future New Faculty Academy attendees.
  B. PAPC updates

Approved on Feb. 5, 2019

- There are no **new** PAPC updates since the last PAPC meeting was Nov. 30 (before the previous FPDC meeting). The chair report from Nov. 30 was as follows:
- FPDC chair Tom Geary went to the TCC board meeting on November 13, 2018 at the Norfolk campus. Peggy Layne, with the state board, spoke about issues affecting TCC. Other topics for discussion included: the new automotive technology center and a report from the finance and facilities committee: $1 million budget shortage will be covered by a reduction in operating and part time personnel budgets. No reductions in full time budget.
- FPDC chair Tom Geary met with Dr. DeCinque at Geary's office in late November. President DeCinque may attend the PAPC meeting in January. They discussed the creation of an Academic Counsel to deal with all things academic. His analysis so far is that things are not being finished, though we have good ideas. Faculty advising should be faculty led. We need to focus on enrollment and recruitment. In response to the communication plan, he would like to enact it and include the lunch meetings he has been conducting. He would like the committee summaries to be included in his presidential newsletter. For our current charges he wants us to look at it holistically. He wants the next strategic plan to not just be words, but something we can actually do. Don't worry about the data, instead identify strengths and improvements we see. Other issues: College-wide textbook adoption and department heads, partnering with ODU on professional development.

C. Faculty Development Day brownbag workshops
- The STEM event could be a central event to develop a mini Faculty Development Day.
- Presenters will be invited to speak at the event as opposed to an open call for presentations.

D. Canvas training
- 326 are confirmed as teaching in Canvas. Over 400 decided to continue using Blackboard. That's only about 10% of courses.
- A common concern so far is content not being published yet.
- Student Orientation for Canvas is finished as of today. It has interactivity for students to perform functions. There are two versions: one is graded. It's very easy to integrate compared to Blackboard. The Online Learning Committee recommended it should be part of SDV courses. The training will be submitted to the VCCS as possible statewide training.
- TurnItIn is available on Canvas via Assignments.
- Panopto was loaded into Canvas as an LTI in the Settings area.
- There are many options for the front page.
- Training dates will be available throughout the spring semester focused on the students.
- Every Tuesday during activity hour, there will be a webinar as an open forum for anyone to attend and ask questions regarding Canvas. These can vary from beginner to intermediate level.

- Course storage space will not be an issue since Canvas Support can increase storage space. Plus Arc is available to all students and it does not count against the storage.

  E. Tackling remaining charges for 2018-19: what to include in mid-year report
- So far, the first three charges are making good progress.
- Charge #4: the committee will contact the OLC and Instruction Committee and Faculty Senate regarding course evaluations.
    - Matt Blanchard discussed how course evaluations will be entirely online. The questions can be updated; what kind of quantitative and qualitative data do we want?
    - Eventually, course evaluations will live in Canvas with the LTI software. Right now, it's still being done outside of Canvas. The system will let students know that they're there.
    - The return numbers weren't ideal but they weren't much different from last year's in person numbers. Online response rate was about 30%. The in person response rate was about 34%. Many students did not complete the forms.
    - Evaluations are mobile friendly. Class Climate could work in class so that faculty could use the first 10 minutes to conduct evaluations.
    - Evaluations could be personalized by pathway.
    - Matt Blanchard will pass along the current survey to the committee to analyze.
- Charge #5: Batten Center funding is finite (3 more years). The funding right now is paying for New Faculty Academy, Adjunct Academy, and the equipment in centers. These go through the Foundation for approval. We could hire wage part-time employees to staff Batten Centers.
    - The Batten Centers could be used for advising, as an OER room, as a Canvas training room.
    - The grant proposal will have to be reviewed to ensure that faculty advising falls under the purview of what the grant covers.
    - The Batten Center fellow could be revived as a part-time employee.
    - We should contact Laverne Ellerby regarding Batten Foundation grant information.

IV. New Business
  A. STEM event (Jaedda Hall)
- Jaedda Hall, who works for the Women's Center and oversees the STEM Promise program, is planning a professional development workshop for faculty members in those fields.
- Deans Ekker and Clement suggested that the workshop be included in the Learning Institute or on a separate Professional Development Day.
- Workshops for the grant need to be held this academic year (spring 2019). The topic is teaching to diversity and inclusion in STEM. There is a speaker who is being paid for a half-day workshop; she is the Executive Director of Diversity at Old Dominion University.
- The ODU collaboration fits in with what Dr. McCray has recommended.
- Logistically, the event could occur on a Friday morning in late March or early April. April 10-12 would not work because of the conflict with New Horizons.

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- Faculty could promote the event via e-mail and on the web site.
- Perhaps the event could be paired with a Faculty Development Day.
- A panel of faculty who have used Canvas already could be a helpful session.

B. Learning Institute
- The Learning Institute is heavily focused on advising. They're likely going to want the event to be fully focused on advising for both days.
- Faculty input will be essential at Learning Institute planning meetings.
- The 2019 Learning Institute will be held in one location with some computer intensive work. The VB Student Center can hold 170 with computer labs. The Joint Use Library second floor could be closed to the public with all computers available to attendees. May 14, the library has a training day, so May 15-16 could work. May 13 is still classes and May 17 faculty are no longer on contract. NOTE: The Learning Institute was later confirmed to be May 14-15.
- For next meeting of the Learning Institute Planning Committee, a date and time will be determined. Outcomes will be determined. Topics will be narrowed.
- The first wave of faculty advising starts in the fall, and there will be additional waves that follow.
- There might be separation for different tracks: career/technical vs. transfer.

V. Next meeting
  A. Tuesday, February 5, 2019
      3 p.m.
      Virginia Beach BCTE

VI. Adjournment at 5:02 p.m.

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