

Faculty Professional Development Committee

Minutes

March 2, 2021

Zoom

2:00-4:00 pm

Attendees: Jeanne Hopkins (chair), Katie DiSanto, Renee Hosang -Alleyne, Monica McFerrin, Thomas Geary, Carolyn Satz, Jenefer Snyder, Tiffany Putman, David Wright

- I. Call to order. 2:11 pm by Jeanne Hopkins
- II. Approval of Minutes from February 2021
 - Motion to approve by Renee; Second- Katie; unanimous vote.
- III. Chair's report by Jeanne Hopkins
 - Midyear report submitted this week and most charges have been addressed. An email will be sent out with a list of membership openings and brief description of committee responsibilities. Elections for chair and recorder as well as general membership for new individuals interested in FDPC will be next meeting (April). The new charges will be submitted in September and published to website in October. An email was sent to update website with members, minutes, however officers and charges are not correct (Jeanne will follow up). The updated by-laws are not yet approved, but plan to contact the chair to present at next PAPC meeting.
- IV. Ongoing Business
 - a. New Faculty Academy by Monica McFerrin
 - There are challenges with getting attendance for the meetings, however meetings are recorded. The next meeting (via Zoom) will include accessibility and instruction.
 - b. Revised Faculty Academy Update by Jeanne Hopkins
 - Presented to Academic Council and received great feedback. There is no information from Dr. Woodhouse currently.
 - c. Batten Fellowship Update & Discussion of Information Session by Jeanne Hopkins
 - Currently there are two individuals interested and asking further questions, but no applications have been submitted. There is a suggestion to offer an information session with David Wright and Tom Geary (approx. 30 minutes) walking through information on the application process. Jeanne will send out a Doodle Poll for faculty interested. Other suggestions included opening the session to all faculty or possibly pre-record the session and then have the option for 1 on 1 sessions with individual faculty members to discuss projects if interested. The original email was sent out by Dr. Woodhouse to all faculty on February 18, 2021. Ideas on how to get more individuals involved included reaching out to deans to pass onto faculty members. Jenefer offered to reach out to peers and the application deadline is April 15, 2021.
- V. New Business
 - a. Vote on Joint Recommendation with DLTC. Motion: *The FPDC recommends beginning Spring 2022 all faculty teaching synchronous distance learning courses must be certified for online instruction at TCC or have completed the Teaching & Learning in Canvas course by December 1, 2021.*

- Discussion on partnering and collaborating with DLTC; Minutes from last meeting: “The next step would be to prepare a simple statement of the overall request and recommend members of the subcommittee. The DLTC has not yet passed its motion that they would like to recommend the training, but once it passes and the FPDC similarly passes a motion, the collaboration can be underway.”
 - Should this motion include “in good standing?” What about adjuncts who are hired that semester and it is a course only taught online? What if we have a major twist in the pandemic and go back to over 50% synchronous online?
 - There was a suggestion to add a clause about new faculty: If a full-time faculty is hired in the spring, they will take the course while they are teaching their on-line course.
 - NFA go through the training for on-line teaching the first semester they are hired
 - Currently FPDC is making a recommendation (to Dr. Woodhouse) not making a policy
 - Voting: Put forth Motion for the vote by Jeanne Hopkins; Second: Tiffany Putman; unanimous vote
- b. Extra FPD Day Spring 2021- brainstorm around theme of “Faculty Burnout” by Jeanne Hopkins
- Dr. Woodhouse wants Faculty Professional Development on Faculty Burnout. There was a suggestion of having sessions on Fridays for 15 minutes but after discussion most faculty will not have the time to sit down to watch these sessions especially if they are experiencing burnout. The committee thought a combination of short, recorded video session by fellow faculty members to address several aspects of faculty burnout. A new Canvas communication shell was created by Faculty Senate and is there a way to post within the Faculty Development page. Renee and Katie (certified yoga instructors) volunteered to assist. Another idea was a series of videos on topics to examine growth and development. If unable to use Canvas communication shell then there could be a You Tube Channel for videos and a Google Doc for a suggested Reading List. Jeanne will talk to Faculty Senate to support housing wellness content for faculty
- c. Exploration of new professional development opportunities: Best Practices of Interactions for Online Courses & a specific session for Dual Enrollment Faculty by Jeanne Hopkins
- A workshop grant for positive interactions of on-line teaching (full time can’t get a grant) therefore adjunct faculty is required. Marsha Jurewicz and Carolyn Satz interested to make a recording for VSSC schools or 4-year institutions.
 - Dr. Summers talked about Dual Enrollment Faculty- Can access Learning Institute and Convocation but have unique situations and therefore a workshop for Dual Enrollment in 2021-2022 Academic Year (High School Faculty and College Faculty) would be beneficial for professional development. Each campus has different needs for dual enrollment faculty based on school districts. Previously dual enrollment faculty would be brought to campus and meet with faculty in the department and discuss objectives and outcomes as part of professional development days. The workshop should include curriculum and instruction training with possible use of breakout rooms. Jeanne will reach out to Dr. Woodhouse and Dr. Sori for collaboration with school systems and TCC. Suggestion to have dual enrollment as a priority for professional development. There is a Dual Enrollment Facilitator and Jeanne will reach out for collaboration and determine needs for faculty from the disciplines and campuses.

VI. Items from the Floor

- a. No new items

VII. Next Meeting April 6, 2021 from 2-4 pm

VIII. Adjournment is approved at 3:36pm.

- a. Motion to approve - Tom , Second- Katie; unanimous vote.