

Faculty Professional Development Committee

MINUTES

February 7, 2023

Zoom

2:00 – 4:00 p.m.

Attendees: Renee Hosang-Alleyne (chair), Tom Geary (recorder), Monica McFerrin, Stephanie “Missy” Comer, Beth Callahan, Jeanne Hopkins, ClauDean Kizart, Jenefer Snyder.

- I. Call to order by Renee Hosang-Alleyne @ 2:16 p.m.
- II. Approval of Minutes from December 2022 is unanimous with amendments for two spelling fixes.
- III. Chair’s report (Renee Hosang-Alleyne)
 - a. The PAPC has not met this semester, but it is planning to meet on Feb. 9. An update will be provided at our March meeting. A folder was created for information to be added from each committee.
- IV. Ongoing Business
 - a. By-laws review
 - a. The by-laws were updated in 2020 but the by-laws posted on the FPDC web site are from 2018.
 - b. A working group will be developed to address by-laws updates for language as well as membership.
 - c. Membership considerations are discussed since we have consistently not been able to fill many of the pathway-based openings on the committee. An alternative is to consider campus-based membership. Deans have been helpful in finding possible committee members, but those interested have not always been available to attend meetings regularly. The PAPC chair is supposed to send out a list of openings for committees.
 - d. A letter thanking members who have attended most or all meetings can be sent at the end of the academic year to confirm participation. That could help with keeping committee members active on the committee.
 - e. Section II of the by-laws (purpose) also needs updating to reflect the goals of the committee.
 - f. A Google Doc is created to collaboratively update the by-laws for discussion at our March meeting. If approved, the by-laws also need to go through PAPC for full approval.
 - b. New Horizons
 - a. The Center for Teaching Excellence sent an email today (Feb. 7) with guidance for registration and travel to New Horizons. The conference takes place March 29-31 in Roanoke. Registration ends on March 15 or when the conference is full. Notifications of presenters will be sent out in mid-February.
 - c. Batten Fellowship update
 - a. The review of the candidates is still in process. The committee reviewed applications and is now awaiting finalists’ second part of their applications.
 - b. The current Batten Fellow Megan Taliaferro will tentatively present at some point in March or April but was not able to fit a presentation into the spring Learning Institute.
 - d. Learning Institute update
 - a. There have been many impressive sessions held over the past few weeks.
 - b. 171 participants have been logged for sessions so far. Sessions have varied from 8 to 23 attendees and spanned a wide range of start times. 22 adjunct faculty attended a session on growth and development. We will be able to track attendance by tracks.
 - c. Survey responses from sessions have not been reviewed yet.

- d. Lessons learned from sessions can be shared with the CFTE to help establish best practices for future Learning Institutes. Observations from the committee include the session times needing to vary depending on the topic/presenters (panels could be up to 90 minutes and some topics could be addressed in 30 minutes), the persistence of attendees in sessions, the posting of sessions on Canvas and tracking of views, and the badging associated with attendance and completion of surveys.
- e. CFTE discussion on Batten Studios and Faculty Learning Communities
 - a. The committee discusses how to better utilize the Batten Studio spaces. Ideas include software that is not deployed to all individuals at the college, integrating technology to ensure they are HyFlex spaces, increasing the lounge space, a high-quality recording studio, and adjusting cameras to cover the full room.
 - b. The committee inquires into whether there is a central repository for faculty and/or student awards, applications, and criteria that is accessible.
 - c. The CFTE would like to explore faculty learning communities, perhaps in the summer. Whether there is a deliverable, what the structure would be, and how they would operate will be considered by a small group including Dr. Snyder, Renee Hosang-Alleyne, Tom Geary, Monica McFerrin.
- f. New Faculty Academy
 - a. The Google Doc for the New Faculty Academy feedback tool is reviewed.
 - b. Four cohorts are successfully moving along with 2-hour meetings. All but one cohort meets rotationally; that remaining cohort only meets in Virginia Beach since that is where the faculty are.
- g. Dr. Kizart DEI update
 - a. No update provided.

V. New Business

- a. None.

VI. Items from the Floor

- a. The committee should add to the agenda one of its remaining charges for next meeting: “Define the functional partnership between the FPDC and the Center for Teaching Excellence; the DEI council; TCC libraries and tutoring; Distance Learning; and the Faculty Senate Professional Development Committee.” It would serve the committee well to have a faculty-driven foundational definition going forward both for this committee and the partners.

VII. Next Meeting – Tuesday, March 14 from 2 - 4 p.m. via Zoom.

VIII. Adjournment – Motion to Adjourn @ 3:29 p.m. The motion passes by unanimous vote.