Faculty Professional Development Committee Meeting Minutes

Date: Tuesday, July 19, 2016
Time: 2:30-4:30pm
Location: Portsmouth, B204

Attendance:
In attendance:
Elizabeth Briggs (Chesapeake, Peer Group #2)
Abe Arispe (RAC, Peer Group #3)
David Wright, Chair (Virginia Beach, Peer Group #4)
Joe Joyner (Norfolk, Peer Group #5)
Kim Curry-Lourenco (Portsmouth, Peer Group #6)
Nancy Prather-Johnson (Portsmouth, Peer Group #8)
Rhonda Goudy (Chesapeake, Peer Group #9)
Dianne Stanbach (Virginia Beach, Peer Group #11)
Laetitia Stone (Virginia Beach, Peer Group #12)
LaToya Mack (Counselor)
Cheryl Nabati (Virginia Beach, Library)
Kristen Gregory, Recorder (Chesapeake, Faculty Professional Development Manager)
Fred Stemple, Ex-Officio (AVP Faculty Professional Development)
Amanda Burbage (Guest - Portsmouth, Faculty Professional Development Manager)
Tom Lee (Guest – Virginia Beach, Faculty Professional Development Coordinator)

Absent:
Bert Fox (Chesapeake, Peer Group #1)
Frank Futyma (Virginia Beach, Peer Group #7)
Tom Geary (Virginia Beach, Peer Group #10)
Deniz Hackner (Norfolk, Adjunct)
Marcee Anderson (Virginia Beach, Dean)

I.   Call to order
David Wright called the meeting to order at 2:40pm

II.   Minutes
June 14th meeting minutes for Faculty Professional Development Committee joint meeting were approved. (Abe– motion, Joe – second)

III. **FDD Survey Results**

A.   Peer group leaders sent out the survey to their peer groups regarding the potential name change of FDD. Very few responses were received, and the majority of responses indicated that the name was fine as it was.

B.   Motion: Keep the name of Faculty Development Day (Dianne – motion, Abe – second, committee voted unanimously to keep name.

IV. **Faculty Development Day Agenda**

A.   8:30-9:00am – check in (attendees, presenters/conveners), pick up name tags & programs, lunch purchase, coffee service

B.   9-10:30am - Keynote speaker

   1.   Student Center Multipurpose room (can fit up to 500 people)

   2.   Speaker is David Wiley with Lumen. He was tenured faculty at Brigham Young University and came highly recommended from faculty at TCC he's worked with (z degree). He is an expert in Open Educational Resources but his keynote will focus on 21st century student and teaching resources. He will provide a general and motivational message. http://davidwiley.org/

C.   10:30-10:45am – Break

D.   10:45-12:00 – Discipline Meetings

   1.   Revisit credentialing

   2.   Revisit textbook conversation (present feedback from last year's work)

   3.   OER survey – look at results, make connections to discipline

E.   12:00-1:00pm – Lunch

   1.   Working lunch – Q&A session with David Wiley, all are invited

   2.   Lunch in own area

F.   1:00-4:00pm – 3 45-minute concurrent breakout sessions

G.   4:30 – Optional Outings

   1.   Happy Hour @ Ruby Tuesday's

   2.   Zumba (tentative)

   3.   Other options – kayaking/hiking in park, duckpin bowling, golf

V.   Concurrent session discussion

A.   The committee broke up the proposals by peer group leader/committee member for review and communication (see peer group listing).

B.   Each peer group leader reviewed the proposals, made notes for acceptance or not, and made notes for edits in content and wording. All proposals were accepted.

C.   Charge – each peer group leader will do the following by 7/22

   1.   Email each person who submitted a proposal, thank them, and let them know their proposal was accepted

2. Share Date/Time - August 18th – 45-minute sessions will be 1-2, 2-3, or 3-4; 90-minute sessions will be either 1-3 or 2-4

3. Ask for confirmation that presenter is still available and able to present

4. Remind them to register for the event when they receive the email; they should not register for individual session

5. Direct any questions to facultypd@tcc.edu

6. Email cancellations/confirmations with presenter names as well as any edits to facultypd@tcc.edu

VI.   FDD Scheduling and Advertising Status – FPD Team

A. Save the date announcement – already sent

B. Course scheduling process

   1. Confirmation of all sessions, facilitators, etc.
   2. Grid of all sessions with rooms, times, etc.
   3. Course cataloging in SIS
   4. Course scheduling in SIS

C. Email to faculty with registration details (event and specific sessions)

VII. FPD Committee Charges for 2016-2017

A. Discussion

   1. Last year's charges:
      a) Draft plans for the following professional development events:
         (1) Faculty Development Day (FDD) August 20, 2015
         (2) VCCS Regional F.D.D. with the VCCS RCTE October 20. 2015
         (3) 2016 Learning Institute & Technology Showcase May 11-12, 2016
      b) Draft a report of the 2014-15 faculty professional development events, participation, etc. and propose recommendations for its use in planning future events
         (1) Draft recommendations for semester BCTE session programs
      c) Review practices and procedures for Batten Center for Teaching Excellence (BCTE)
      d) Recommendation for date of FDD 2016

   2. Recommendations from the FPD team for next year's charges:
      a) Recommend the proposed New Faculty Academy (NFA) and Mentoring Program Ad Hoc Committee be a subcommittee of the Faculty Professional Development Committee (FPDC)
         (1) Motion – Liz, Second – Kristen, unanimous approval
      b) Recommend the proposed Adjunct Academy planning be a charge of a subcommittee of the Faculty Professional Development Committee (FPDC)
         (1) Motion – Nancy, second – Abe, unanimous approval

     c) Recommend the Faculty Fellow Program be a charge of the Faculty Professional Development Committee (FPDC)

         (1) Motion – Liz, second – Abe, unanimous approval

3. The committee discussed the current and recommended charges. The committee unanimously voted to officially propose these two charges to Dr. DeMarte. The discussion will continue at the next committee meeting.

VIII. Next meeting

The next meeting will be held Tuesday, September 6th at 3:00pm, RAC

IX. Adjournment

The meeting was adjourned at 4:34 pm.

Submitted by

Kristen Gregory, Recorder