

11-Faculty Professional Development Committee Minutes

Date: Tuesday, September 8, 2015

Time: 9:00am

Location: Virginia Beach, Science Building, JC12

Attendance:

In attendance:

Bert Fox (Chesapeake, Peer Group #1)

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)

Frank Futyma (Virginia Beach, Peer Group #7)

Patricia Stevens (Virginia Beach, Peer Group #10)

Dianne Stanbach (Virginia Beach, Peer Group #11)

Laetitia Stone (Virginia Beach, Peer Group #12)

Olivia Reinhauer (Portsmouth, Library)

Kristen Gregory, Recorder (Chesapeake, Faculty Professional Development Manager)

Fred Stemple, Ex-Officio (AVP Faculty Professional Development)

Guests:

Amanda Burbage (Portsmouth, Faculty Professional Development Manager)

Tom Lee (Virginia Beach, Faculty Professional Development Coordinator)

Absent:

Kimberly Lott (Portsmouth, Peer Group #6)

Nancy Prather-Johnson (Portsmouth, Peer Group #8)

Vacant (Peer Group #9)

Joe Fairchild (Virginia Beach, Dean)

Vacant (Counselor)

I. Call to order

David Wright called the meeting to order at 3:00pm

II. Minutes

III. Open business

A. Faculty Development Day Discussion & Feedback

1. Discipline meetings – negative feedback about café meetings – participants couldn't hear
2. Positive feedback about the speaker and the variety of session topics.
3. Some survey responses indicated lack of session options (we weren't able to track per peer group/discipline)
4. Some adjuncts were not able to attend due to daytime.
5. Some rooms were not unlocked, some rooms did not have internet connections.
6. Some participants did not like the timing being before the first week of classes, and some faculty got confused about FDD, College Convocation, and Campus Convocation events (and October 20th date). Some faculty preferred the week before classes while others preferred the October date. The committee discussed having a formal poll to determine August or October for 2016.
7. When the FPD team has the full FDD 2015 report completed, the committee can use the information to better plan for next year. Data could be aggregated in possibly 2 weeks by FPD team.
8. Discussion about communication with faculty - vote
 - a) Poll about 2016 date first and future plan/content later on - 10
 - b) Poll about 2016 date and plan/content feedback - 1
9. Discussion about name - Faculty Development Day; Other options:
 - a) Faculty Enhancement Day – moves away from concept of faculty needing 'development'
 - b) Faculty Collaboration Day – emphasize role of all faculty, working together, developing personally and professionally
 - c) Keep brainstorming about possible topics

IV. New business

- A. The committee discussed whether or not we should have a Committee/Governance website.
- B. A 'Reports' subfolder will be added to the FPDC folder on Google drive. FDD 2014, LI 2015 and BCTE Usage reports will added. When ready, the report from FDD 2015 will be added.
- C. Future Meetings/Scheduling
 1. The committee should plan to meet once a month for the fall semester. The spring may involve more meetings as the committee gears up for Learning Institute.
 2. There was no day that the whole committee could attend. Meetings will continue to be on Tuesdays with the possible option of Blackboard Collaborate.
- D. 2015-2016 Charges
 1. The committee discussed the three charges for the year.
 - a) Plan for 3 events per year (FDD-8/20, VCCS Regional event-10/20, Learning Institute-5/11-12)

- b) Draft 2014-2015 report and propose recommendations
 - c) Review practices and procedures for BCTE
2. Dr. DeMarte clarified that the charges are in draft format. Usually this is finalized in May, but since this is a new committee, the committee should review charges and provide feedback. The committee voted unanimously to accept the charges as they are with the possibility of adding additional charges going into the year. The committee discussed possible additional charges:
- a) Involvement in reviewing procedures regarding professional development funding, reimbursement process (work with Faculty Senate?)
 - b) Collecting information on resources, conferences, trainings for faculty per discipline
 - c) Involvement with Professional Development Task Force, collaboration with professional development for all college staff
 - d) Draft plan to increase and improve promoting faculty professional development across four campuses and with both full and part time faculty (through BTCE and other avenues)
3. The committee discussed breaking up into groups to review reports (FDD 2014 report, Learning Institute 2015 report, BCTE practices and policies) and then sharing recommendations with the full committee as the committee prepares the annual report
- a) BCTE Practices, Procedures & Usage Documents – Abe Arispe, Dianne Stanbach, Olivia Reinauer, Joe Joyner, Bert Fox, Tricia Stevens, Frank Futyma
 - b) FDD 2014 & Learning Institute 2015 Reports – Liz Briggs, Letty Stone

V. Other

VI. Next meeting

The next meeting will be on Tuesday, October 6th at 3pm in Chesapeake. Future meetings –Tuesday, November 3 and Tuesday, December 1.

VII. Adjournment

The meeting was adjourned at 4:13pm.

Submitted by
Kristen Gregory, Recorder