



CENTER FOR TEACHING EXCELLENCE

11110 ALONDRA BLVD. • NORWALK, CALIFORNIA 90650-6298 • (562) 860-2451

FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE MINUTES

DATE: September 10, 2019

LOCATION: CTX (LC-201)

CALL TO ORDER: 1:03 PM

QUORUM MET: Yes

FACILITATOR: Chad Greene

MEMBERS PRESENT:

Jennifer Calisher, SEM
Berenice Gallardo, Counseling
Chad Greene, CTX Coordinator/Chair
Kari Hemmerling, HPEDA
Judi Holmes, DSPS
Hillary Mennella, Manager

Joana Mootz-Gonzales, LA
Brandt Reiter, FA
Kaitlin Scott, Library
Marlena Shore, HO
Monique Valencia, Classified

MEMBERS ABSENT:

Mary Ellen Brady, BE

Frank Vega, Technology

MINUTES: Minutes were not presented.

AGENDA ITEMS:

1. Introductions
2. Center for Teaching Excellence (CTX) accomplishments since the last Faculty Professional Development Committee (FPDC) meeting
 - a. Accessibility Summer Institute - May 28-30 (11 faculty)
 - b. Collaborative Observational Reflective Experience (CORE) Summer Institute - May 28-30 (7 faculty)
 - c. Culturally Responsive Teaching and Learning (CRTL) Summer Institute - June 21-23 (9 faculty)
 - d. New Faculty Orientation Program sessions with new full-time faculty members - August 12, 13, and 27 (11 faculty). The program was reduced from 48 hours to 25 hours. The next meeting is scheduled for January 2020.
 - e. Adjunct Orientation - August 14 (18 faculty)
 - f. Teaching Assistant Program (9 TAs). The CTX is collaborating with Human Resources to reconfigure program into a Faculty Diversification Program.



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- g. Faculty Inquiry Group: Sexual Violence Prevention Curriculum Infusion (Still accepting applications; target of 5 faculty). Hillary Mennella provided an overview on FIG objectives.
3. Temporary changes to Online Teaching Certification
 - a. Cynthia Alexander has resigned as distance education coordinator, so she will no longer be facilitating the Online Teaching Workshop
 - b. For the time being, the college is paying for faculty to complete the @ONE Certificate in Online Teaching & Design (four four-week courses, plus a capstone project).
 - c. An on-campus alternative remains taking Education Technology 125 ("Fundamentals of Online Teaching") -- offered this semester as a second-nine-weeks class
 4. Faculty Association of California Community Colleges (FACCC) "Fostering Faculty Diversity" Workshop
 - a. On-campus collaboration between Chad Greene (Center for Teaching Excellence), April Griffin (Faculty Senate), and Valyncia Raphael (Diversity, Compliance, and Title IX)
 - b. Proposed time and date: 11 a.m. on Tuesday, November 5 (Faculty Senate would cancel regular meeting). This event is open to everyone on campus.
 - c. No fee for workshop (Cerritos College would provide room, AV, and refreshments for attendees provided by DEEOAC)
 5. Revision of Teaching Assistant Program to increase faculty diversity
 - a. Overview
 - b. On-campus collaboration between Chad Greene (CTX), Shawna Baskette (Academic Success), Adriana Flores Church (Human Resources), and Valyncia Raphael (Diversity, Compliance, and Title IX)
 - c. Proposed changes include limiting applications to once a year, incorporating a summer institute for TAs and faculty mentors, and follow-up workshops in fall semester to increase TAs' preparation to apply for faculty positions (hiring process, CVs, interviews, etc.)
 - d. Additional ideas discussed include recruiting a team of mentors, establishing a staff-to-TA-to-faculty pipeline, establishing a tutor-to-embedded tutor-to-TA-to-faculty pipeline, covering "start-up" costs for TAs, and/or providing stipends for TAs
 - e. Committee provided the following suggestions: faculty liaisons for each department.
 6. Safety-Related Workshop Topics for Falcon Day



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- a. Falcon Day will be held on Friday, November 1, and will likely include a keynote speaker and four rounds of workshops
 - b. In the aftermath of the lock down of campus on September 3, the Employee Development Committee (EDC) has selected "Safety" as the theme
 - c. The EDC is soliciting potential topics for safety-related workshops that would be relevant to faculty
 - d. Possible Topics: Best practices for shelter in place with classrooms and offices, learn how to make your space safe, and Q&A's forum.
7. Upcoming Events:
- a. Vet Net Ally Seminar - September 13
 - b. Teaching and Learning Certificate Program, Module I - Starts September 23 (9 sessions)
 - c. UndocuAlly Training - September 27
 - d. Writing with Integrity Round Table - September 30
 - e. Safe Zone Training - October 11
8. Items from the Floor
- a. Chad confirmed best meeting time for committee members.