

Faculty Development Committee Meeting Minutes

Committee/Meeting Name	Faculty Development				
Date	October 15, 2010	Starting Time	11:00	Ending Time	12:30
Location	Washington St. Campus, Lynn Library, Room 113			Recorder	Heather Voran
Members Present	Jana Comerford, Cara Crowley, Jacob Price, David Hernandez, Tony Thomas, Anne Nail, Mark Hutson, Monique Dupuis, Ed Nolte, Heather Voran, Kay Taylor, Ann Fry, Patsy LeMaster				
Members Absent	Pam George, Lana Jackson, Bruce Moseley, Phyllis Pastwa, Terry Tucker, Macy Kohler, Genie Burkhalter, Mark Rowh, Nancy Brent, Brent Cavanaugh, Bob Vinson				
Visitors					

Topics	Discussion, Information	Action to be Taken, Decision, Recommendation, Timeline
Introductions of Members Guest Introductions	The meeting was called to order by Tony Thomas.	
Approval of Minutes	Minutes of the previous meeting were read and approved by acclamation.	
Activity Planning and Budget Requests	<p>Student Diversity-Monique Dupuis</p> <ul style="list-style-type: none"> Susie Wheeler agreed to do a presentation on gender equity as it relates to state colleges as well as to Amarillo College. There will also be interactive activities. It is scheduled for October 28 at 1:30 in Badger Den. Light refreshments will be served. <p>Faculty Supervisor Training-David Hernandez</p> <ul style="list-style-type: none"> In the subcommittee meeting, they discussed the history of this training. Additional training will be postponed until the needs of the group can be better identified. The subcommittee has asked that Patsy Lemaster recommend an appreciative inquiry session for department chairs and program coordinators to be conducted in the first days faculty return in January. Dr. Lowery-Hart is aware and in favor of this plan. Anne Nail, Ann Fry, David Hernandez, Mark Hutson, Monique Dupuis, and Tony Thomas are the subcommittee members. 	<ul style="list-style-type: none"> Patsy will work with Russell Lowery-Hart to gain approval and begin planning for the appreciative inquiry event in January.

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	<p>Assessment Training-Kara Larkan-Skinner</p> <ul style="list-style-type: none">• The committee is in the process of planning a series similar to the Assessment Matters series.• There are tentative plans to have divisions meet to discuss use of their PET forms. <p>Faculty Mentoring/Faculty Comradery-Ed Nolte</p> <ul style="list-style-type: none">• Rena Hutchins, Ed Nolte, Heather Voran, Tom Shelton, and Patsy Lemaster met as a subcommittee to discuss this topic.• They decided to have a mentoring program, but not just focused on new faculty. Anyone and everyone can be a mentor, and everyone can have a mentor. The most important factor is trust.• The committee is aware of negative connotations of the prior mentoring program, and they want to be sure this program does not carry the same connotations.• There will be some type of mentoring program by Spring 2011.• Cara Crowley indicated that the Title V grant that just finished showed students are less successful in general education classes than in classes that are specific to their major. Could there be a pairing of general education and other subject area faculty for a sharing of ideas?• Cara Crowley, Kara Larkan-Skinner, Mark Hutson, and possibly Jacob Price will also serve on the subcommittee.• Jacob suggested that we have a “New Faculty FAQ” on the AC website. <p>Southwest Seminar</p> <ul style="list-style-type: none">• Participants chosen are Edie Carter and Lynae’ Jacob.• Ray Newburg is alternate. <p>ACTS</p> <ul style="list-style-type: none">• Russell is in favor and has approved moving forward with planning for ACTS 2010-2011.• The subcommittee is in the process of preparing a budget. <p>Opportunity Program-Nancy Brent</p> <ul style="list-style-type: none">• Nancy was not present, but Anne Nail discussed the training, stating that it was phenomenal.	<ul style="list-style-type: none">• The committee will work to incorporate concepts for encouraging faculty members to mentor, inviting new faculty to ask questions, and assisting them, if needed, to identify a mentor.• New faculty will be asked to write down their questions, so we can find the common questions that are asked over time. (Kay Taylor and Patsy Lemaster)• New Faculty FAQ will be developed on the AC website (Kay Taylor and Patsy Lemaster)• Do more promotion of FACulty Matters (Pam George and other Senators)
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	<ul style="list-style-type: none"> • Cara Crowley suggested we bring Sandra Beagle to be keynote for fall 2011. <p>Online Faculty Certification-Heather Voran</p> <ul style="list-style-type: none"> • ENMU will offer the first course again in spring, as well as the second course, which is the practical course for the actual building of an online course. • Ed asked if there is anything in Title V or any other grant source that could cover faculty tuition in order to get more faculty involved. • Cara indicated that there have been no grants that she is aware of that will allow this type of spending. • Monique Dupuis and Kay Taylor are both currently taking the course, and they agreed that those currently taking it should be the best ambassadors for keeping faculty interested in the future. <p>AV Production Lab</p> <ul style="list-style-type: none"> • It will be ready by the end of the semester. • The lab will be set up for producing and editing video and audio for online classes and other delivery of content. <p>Other Activities for 2010-2011</p> <ul style="list-style-type: none"> • Let's Talk: Raising the Flag in the Classroom, October 22, CUB Badger Den: <ul style="list-style-type: none"> ○ Only 3 people registered, so the committee voted to cancel due to lack of interest. The motion was made by David Hernandez, seconded by Mark Hutson, and passed. ○ It may be just too late in the semester for those who are already using the common reader in their classroom. Next year it will be planned for an earlier date. • Mark Taylor will be at B&I on Tuesday, November 30. Amarillo College will also hosting representatives from ENMU, Clarendon, Frank Phillips, and WTAMU at this event. Sessions will be conducted at noon and in the evening with box meals provided. This event is being funded by CTL and Title V to coordinate with activities for QEP. Reservations are needed to order an accurate number 	<ul style="list-style-type: none"> • Ann Nail will continue to inquire about the possibility of putting the training video online for faculty and student viewing • Announcements and related training will be distributed electronically as soon as the opening date is confirmed by H.Q. Wrampelmeier and Brian Nixon. • Monique Dupuis will work with representatives for Common Reader to coordinate a kick-off activity during the spring semester when the next book is identified for 2011-2012. • Announcements will be mailed to adjuncts at home addresses. Electronic announcements and flyers will be distributed to all full-time faculty and staff by H.Q.
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	<p>of meals for each presentation.</p> <ul style="list-style-type: none"> • HB2504 committee meeting this afternoon at 3:15: <ul style="list-style-type: none"> ○ There will be discussion of process for putting student evaluations online. ○ CTL will offer training in putting syllabi and CV online in November in time for completion of Spring 2011 syllabi. 	<ul style="list-style-type: none"> • Announcements will be distributed by CTL, H.Q. Wrampelmeier, when training dates are confirmed.
Other Business		
Next meeting	November 19, 11:00 a.m.-1:00 p.m., LL 113	
Meeting adjourned	Anne Nail moved to adjourn at 12:34.	