

## Faculty Development Committee Meeting Minutes

Committee/Meeting Name	Faculty Development				
Date	September 17, 2010	Starting Time	11:00	Ending Time	12:44
Location	Washington St. Campus, Lynn Library, Room 113			Recorder	Heather Voran
Members Present	Jana Comerford, Cara Crowley, Kara Larkin-Skinner, Jacob Price, David Hernandez, Tony Thomas, Anne Nail, Mark Hutson, Monique Dupuis, Macy Kohler, Ed Nolte, Heather Voran, Genie Burkhalter, Kay Taylor, Mark Rowh, Nancy Brent, Ann Fry, Brent Cavanaugh, Bob Vinson, Patsy LeMaster				
Members Absent	Pam George, Lana Jackson, Bruce Moseley, Phyllis Pastwa, Terry Tucker				
Visitors					

Topics	Discussion, Information	Action to be Taken, Decision, Recommendation, Timeline
Introductions of Members Guest Introductions	The meeting was called to order by Patsy LeMaster. Committee members introduced themselves.	
Approval of Minutes	Minutes of the previous meeting were read and approved by acclamation.	
Election of Officers	<p>Prior to the election, Monique gave an overview of the time commitment required of officers and of her experience as chair</p> <p><b>Chair</b></p> <ul style="list-style-type: none"> <li>David Hernandez nominated Tony Thomas, who agreed and was approved by acclamation.</li> </ul> <p><b>Vice Chair</b></p> <ul style="list-style-type: none"> <li>Monique Dupuis volunteered to assist Tony, and she was elected by acclamation.</li> </ul> <p><b>Recorder</b></p> <ul style="list-style-type: none"> <li>Heather Voran volunteered, and she was elected by acclamation.</li> </ul>	
Activity Planning and Budget Requests	<p><b>Student Diversity</b></p> <ul style="list-style-type: none"> <li>Susie Wheeler agreed to do a presentation on gender equity. She is currently waiting for a date.</li> <li>In the discussion of this project, Ann Nail suggested that our students could be involved as “Navigators”. Ed moved and Ann Fry seconded that we officially endorse the Opportunity program.</li> <li>Nancy indicated that there is training on October 14 at Central Church of Christ; information can be obtained</li> </ul>	<ul style="list-style-type: none"> <li>Monique will contact her and tell her we are ready for a presentation date.</li> <li>Officially endorse the Opportunity program for AC faculty and student participation.</li> </ul>

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	<p>from Lulu. She will ask Lulu to send info to all AC faculty.</p> <p><b>Faculty Supervisor Training</b></p> <ul style="list-style-type: none"><li>• There will be one day for both to provide training on one day.</li><li>• Ann Nail volunteered to assist with this project.</li><li>• Patsy indicated her willingness to attend planning meetings in support of this project.</li><li>• Cara Crowley will serve on this committee to represent adjunct faculty.</li></ul> <p><b>Assessment Training</b></p> <ul style="list-style-type: none"><li>• Mike and Michelle were planning this event, but are no longer on the committee.</li><li>• Kara Larkin-Skinner volunteered to be involved in the project because of her role in assessment.</li><li>• Ed recommended a faculty rubric be written so there is a guideline for assessment of written assignments.</li></ul> <p><b>Faculty Training</b></p> <ul style="list-style-type: none"><li>• Jacob Price stated that if there were more evening and online training opportunities for adjunct faculty, it would be very helpful.</li><li>• Jacob will serve on this committee to represent adjunct faculty.</li><li>• Charles has created over 80 video tutorials for this type of training, but we have a long way to go.</li><li>• We should not forget that we have just as many adjunct faculty as we do full-time faculty, and we need to provide training to meet their needs.</li></ul> <p><b>Audio/Visual Production Lab</b></p> <ul style="list-style-type: none"><li>• Brian Nixon will move to the second floor to supervise this lab and work with faculty on A/V projects.</li></ul> <p><b>CTL Student Support Center</b></p> <ul style="list-style-type: none"><li>• Buster Bonjour is supervising this and has had over 250 calls since the beginning of the semester.</li></ul> <p><b>Online Faculty Certification</b></p> <ul style="list-style-type: none"><li>• 30 students are enrolled in the first course for master-level</li></ul>	<ul style="list-style-type: none"><li>• Tony indicated that he would talk to Mike and get a report of progress so the committee could continue this project.</li><li>• Patsy will get an update from Pam concerning “Online Tips and Tricks”.</li><li>• Have Gay Mills come in to discuss the Technology Skills class with this committee.</li></ul>
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	<p>credit from ENMU. 25 are AC faculty, 4 ENMU faculty, and 1 ENMU graduate student.</p> <p><b>New Faculty Academy</b></p> <ul style="list-style-type: none"> <li>• This has been revamped to be one full year, meeting only once a month with the majority of instruction online.</li> <li>• Face-to-face faculty presentations will run Sept., Oct. Nov. and Jan.</li> <li>• The remainder of the meetings will be for the new faculty to do face-to-face presentations and peer assessment of those presentations.</li> <li>• Participants must have 75% mastery to successfully complete the NFA.</li> </ul> <p><b>Southwest Seminar</b></p> <ul style="list-style-type: none"> <li>• There have only been 2 applicants; please promote this and/or apply yourself if you are interested.</li> </ul> <p><b>ACTS</b></p> <ul style="list-style-type: none"> <li>• David Hernandez moved that we re-instate ACTS, and Ed seconded the motion. This was approved by acclamation.</li> <li>• Patsy said that adjunct faculty are also invited to apply.</li> <li>• Because Kay is now on staff of CTL, Tony and Pam will step up as director.</li> </ul> <p><b>Other Activities for 2010-2011</b></p> <ul style="list-style-type: none"> <li>• Let's Talk: Raising the Flag in the Classroom, October 22, CUB Badger Den.</li> <li>• Discussion of how to use the common reader in the classroom.</li> </ul>	<ul style="list-style-type: none"> <li>• Tony, as previous attendee, will send an email of encouragement to faculty before the Tuesday deadline.</li> <li>• Be sure to advertise that adjunct are invited to apply.</li> <li>• Tony and Pam—begin identifying needs for the next ACTS.</li> </ul>
Other Business	<p><b>Mentor Program</b></p> <ul style="list-style-type: none"> <li>• Ed recommended that in one of our future meetings we discuss bringing this program back.</li> </ul>	
Next meeting	The current attendees would like to keep the meetings on Fridays at 11, but we will poll the absent members to see if this works.	
Meeting adjourned	Monique moved to adjourn at 12:44.	