Minutes of Faculty Professional Development Meeting of November 4, 2016

Meeting called to order at 10:35 am


Absent Members: Alex Wolpe, Rosemary Yoshikawa, Luc Desmedt, Shyam Sundar

1. **Approval of October Minutes:** Minutes from October are approved.

2. **Funding Requests:** Approval of request for a faculty workshop. Question: When supplemental money may be available who is responsible for initiating the request for alternate funding. Answer: The Faculty Professional Development Committee can only approve $400 for full time faculty. Any other money must come from a request from the dean.

   A funding “portal” is in the works to centralize the request for funding. The request will go into a central location and then money will be dispersed out of the appropriate funding source. It should streamline the process.

3. **Spring Learning College Week:** Kerrie will put out an email to faculty for spring workshops next week. Spring LCW is only 4 days instead of 5. Requests are already being submitted for workshops and Kerrie is looking for facilitators.

   During the new faculty luncheon with President Browning, faculty suggested that our quantity of international and first generation students makes the classroom dynamic different from their previous experiences. It was proposed that faculty could use strategies for how to integrate the international students into their classroom. Adam: Additionally, integrating other underrepresented populations, like LGBTI. Andy: Workshops during LCW would be more valuable than trainings to discuss how other faculty address this. Mandy Kwok-Yip runs a workshop during LCW and may be a good facilitator. She may also be able to put together a student panel of international students and first generation students to help faculty better integrate them into the classroom and improve their experience.

4. **New Faculty Orientation Workshops:** The plan is to hold workshops next semester (Spring 2017) so they aren’t overwhelmed by another meeting this semester. A survey will be sent out to determine topics and delivery methods. Ideas will be generated by the survey. Suggestions: student services, campus safety, curriculum development, developing an effective syllabus, strategies for running a class with students of varying communication levels, strategies for incorporating Canvas more effectively, apps for Canvas, Teaching and Learning Center (TLC). Other ideas will be determined later. Adam: ODIAC may be interested in participating.
5. **Professional Development Committee Website:** The website is outdated. No reason to change the purpose and mission page. The members list needs to be updated. Events/Workshops are online. Forms can't be changed. The resources page probably needs work. Carol: The resources page could be expanded to include links to resources to improve teaching. A subcommittee should be developed to change the resources page. We should begin with a page with links to resources that already exist at Ohlone. We should coordinate with the librarians to help them to find good resources for the TLC. Jose: It would be nice to have a one-stop shop where faculty can find all the resources available. Jose: What about a monthly spotlight on innovative teaching techniques that are being used. There may be a major change upcoming with the definition of Professional Development that will help to centralize the concept. There are a lot of dead links within the website on the resources page.

Carol: Is there a need to maintain the FLEX hours spreadsheet back to 2010?

Jose: What is the role of our committee? Should we be doing something other than designing LCW and approving professional development funding requests? Possibility of presenting good teaching ideas at GIDD, similar to how SLOAC takes time in the morning to present?

Meeting was adjourned at 11:40am. The next meeting is scheduled for December 2, 2016.