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Faculty Professional Development Committee
MINUTES
March 14, 2023
Zoom
2:00 – 4:00 p.m.

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Attendees: Renee Hosang-Alleyne (chair), Tom Geary (recorder), Beth Callahan, Jeanne Hopkins, Stephanie "Missy" Comer, Monica McFerrin.

I. Call to order by Renee Hosang-Alleyne @ 2:02 p.m.

II. Approval of Minutes from February 2023 is unanimous without amendments.

III. Chair's report (Renee Hosang-Alleyne)
   a. The PAPC met briefly in February but will have another meeting at the end of March. Chair Sarah DiCalogero said that FPDC by-laws can be discussed at that meeting. There was a review of various committee charges and about half of the committees were in attendance. Dr. Woodhouse addressed the committee and noted how the administration values faculty input. The Distance Learning and Technology Committee encouraged faculty to submit Helpdesk tickets for screens mounted incorrectly in classrooms (taking up a significant part of the white board).

IV. Ongoing Business
   a. By-laws review – suggested changes
      a. Renee shares a Google Doc with comments on the Oct. 2020 version of the by-laws: https://docs.google.com/document/d/11gQon1BB03JzFdZ0LxDd0kDSEDop_FMD2Fyr89qZobs/edit
      b. The committee reviews comments in each section of the Google Doc.
      c. The review of charge #4 – listed below – is prioritized as it informs the development of the by-laws.
      d. Purpose II.F is deleted since the partnership with the Center for Teaching Excellence addresses any statewide collaborative efforts.
      e. Add II.F "Partner with the Center for Teaching Excellence in realizing its vision by providing guidance through sustained dialogue and active assistance in implementation of initiatives and programs."
      f. Add II.G "Collaborate as necessary with other college-wide stakeholders involved in professional development, including but not limited to the DEI council; TCC libraries and tutoring; Distance Learning; and the Faculty Senate Professional Development Committee."
      g. The committee discusses the composition of its membership.
      h. III.A has "elected by college-wide by peer group" edited to "elected by peer group in case of multiple candidates."
      i. III. A has "A Counselor and Librarian will be elected college-wide by their peers" edited to "A Counselor or full-time Student Affairs staff member will be elected by their peer group in case of multiple candidates. A Librarian will be elected by their peer group in case of multiple candidates."
      j. III. Committee Members are updated from one member per pathway to the following:
         1. 2 members from the Arts & Humanities, Public & Professional Services, and Social Sciences & Education pathways
         2. 2 members from the Health Professions, Manufacturing & Transportation, Engineering, and Maritime & Skilled Trades pathways
         3. 2 members from the Science & Mathematics, Business, Computer Science & IT pathways

    4. 3 at-large faculty members
    5. 1 at-large adjunct faculty member
    6. 1 Faculty Academy Facilitator
    7. 1 Faculty Fellow or Advisory Council member
    8. 1 librarian
    9. 1 counselor or full-time Student Affairs staff member
    10. 1 academic dean
    11. Up to three at-large PAPC appointees
    12. Ex-officio members (1-2), non-voting member(s), including the immediate past Chair and administrative liaison

  k. VI. Officers A.2. will be removed with "Create agenda and" added to the start of A.3.
  l. VI. B. 2 will be updated to remove "using the template provided by the PAPC."
  m. VII. A. is updated to reflect that the committee meets virtually: "Meetings will be held synchronously online with an in-person option available as needed."
  n. The committee will have a Google Form created so that committee members have a few days post meeting to review the by-laws prior to their approval.

 b. Review of purpose
  a. The FPDC addresses its purpose and shared connection with the Center for Teaching Excellence in discussing the by-laws.

 c. Review of charge #4: "Define the functional partnership between the FPDC and the Center for Teaching Excellence; the DEI council; TCC libraries and tutoring; Distance Learning; and the Faculty Senate Professional Development Committee."
  a. The committee discusses its role in partnering with the Center for Teaching Excellence.
  b. Active engagement and consistent dialogue are shared as roles of the FPDC in helping the Center for Teaching Excellence. Guidance and assistance in implementation of CFTE initiatives can aid in its success. The FPDC can help realize the CFTE's vision.

 d. CFTE update
  a. The Advisory Council is meeting March 22.
  b. Faculty Fellow interest applications have been requested; a reminder was e-mailed today (March 14).
  c. A Needs Assessment survey will be done again this year.
  d. A comprehensive survey for the Learning Institute is being developed.
  e. Digital badges will be offered from the Learning Institute.
  f. A resource session on e-portfolios and the Faculty Development and Evaluation plan is being developed.

 e. New Faculty Academy update
  a. The New Faculty Academy met on Tuesday, March 14 and continues to meet regularly.

 f. Dr. Kizart DEI update
  a. No update provided.

V. New Business
 a. None.

VI. Items from the Floor
 a. None.

VII. Next Meeting – Tuesday, April 4 from 2 - 4 p.m. via Zoom.

VIII. Adjournment – Motion to Adjourn @ 4:00 p.m. The motion passes by unanimous vote.