

**Tidewater Community College**  
**Faculty Professional Development Committee**

**Agenda**

September 1, 2017

Attendance: Amanda Burbage, Jeanne Hopkins, Fred Stemple, Tom Geary, Rhonda Goudy, Dianne Stanbach, Elizabeth Briggs, David Wright, Letty Stone

**I. Call to order** by Tom Geary at 3:15 pm

**II. Approval of minutes from last (3) meetings.**

- a. Amanda votes to approve the minutes from June, July, and August. David seconds. Unanimous vote. Minutes approved.

**III. Old Business**

a. Meeting Time, Members, and By-Laws

- i. Agreed to continue meeting 3-5 pm
- ii. Need to review member list individually and see if they are still interested in serving on the committee
- iii. PAPC (Tom) can appoint 3 members- recommendations?
- iv. Friday, September 29<sup>th</sup> needs a FPDC representative because Tom can't attend

b. Faculty Development Day

- i. Feedback- Tom thinks it went well. Plenary session was smooth and well-organized. Lunch was nice. Amanda thanks the committee members, as they were one of the strengths of the event. Faculty round table had 85-95 participants. Jeanne said it was well organized, lunch was good, good sessions. Liz said that her workshop was full (20 people).
- ii. Survey results- low score (3.1 out of 5) for morning plenary session. Needs assessment revealed faculty want to learn about Syllabus Builder, Creating Videos, and OER Support (31.5%,

Minutes Recorded by Jeanne Hopkins

31.5%, and 26% respectively). Tom suggests adapting New Horizons “double feature” concept of workshop planning. Amanda likes the idea. Jeanne says that it was hard to present a lot of information in a little bit of time. Dianne says she likes it as long as the instructors are aware ahead of time. Discussion about wanting more discipline-specific sessions. Tom pointed out Jeanne’s (not Josh Howell’s) idea of having a “speed dating” teacher hacks session. Amanda suggests a “Maker’s Fair” so that teaching hacks are demonstrated.

c. FPDC Charges-

- i. Faculty Development Programs
- ii. Events- LI, FDD
- iii. Certificates & Badges
- iv. New Faculty & Adjunct Academies
- v. Support Dean Observation preparation
- vi. Role in advancing Guided Pathways

d. Batten Center Topic Brainstorming

e. New Faculty Academy updates- Monica McFerrin (not here, Tom Geary shared on her behalf)- teaching squares will occur from October to March. , 1<sup>st</sup> year met on Friday, August 28<sup>th</sup>; 4 attended, 1 attended late. 2<sup>nd</sup> year will meet Friday, September 8 and starting TOP-Elite. Working on a TCC Teaching Squares Handbook.

f. Adjunct Faculty Academy updates- Jeanne Hopkins. First 4 weeks (2 units) are live to reviewers (currently 24). Reviewers have access to simple survey to offer feedback. Asked to review the first section and complete survey by Sunday, September 10. Beginning on Monday, September 11, the next “chunk” (Teaching Philosophy and Course Delivery) will be available and survey link as well.

g. Faculty Rewards Criteria

**IV. New business**

a. Syllabus Builder- John Morea

[www.tcc.edu](http://www.tcc.edu) → Faculty & Staff → i-INCURR → Syllabus Builder

**V. Next Meeting**

a. Tuesday, October 3

3:00 – 5:00 pm

Portsmouth BCTE

**VI. Adjournment.** Jeanne motions to adjourn at 5:00 pm. Letty seconds. Unanimous vote. Meeting adjourned.