



Faculty Professional Development Committee

Meeting Minutes

November 14, 2023, at 12:50 pm

Room: IT-218

Zoom link (for non-voting members only):

<https://rccd-edu.zoom.us/j/84101098461?pwd=1J1YHauGsw4jAOydGaMryvf9koYiKu.1>

Committee Members(total): Dana White, Natalie Morford, Ana Marie Olaerts, Jessiah Ruiz, Janet Frewing, Jody Tyler, Nancy Quinones, Sandra Popiden

Visiting: Dr. Quinton Bemiller

Absent: Jethro Midgett

1 Call to Order : 12:50

2 Action Items:

2.1 Approval of Agenda (M/ Olaerts, S/Morford)

- Amendment to Agenda- (M/Ruiz, S/Olaerts) Unanimously approved.
 - Survey of Effectiveness. Not all the goals have been achieved. Senate mentioned having some of the sessions during Fall and Spring Flex. 20-40 hours needed to make this goal. Other ways can this be accomplished? (Reference attached) [Report of Effectiveness-FPDC](#)
- Approval of [October 10, 2023](#) meeting minutes (M/Olaerts, S/Morford) unanimously approved

2.2 Professional Development Proposals (M/Tyler, S/ Morford)

- CHL Cap hour approval request for Flex credit. This was a student-centered event/ institutional service, not professional development. Motion: 2 No/3 Abstain
- CPL Summit Map initiative: Flex credit approved
- ENG 1B Assessment discussion: considered improvement of teaching. Flex credit approved
- Associate Faculty Counseling creating newsletters for Sum/Fall. This is a chair duty. Refer to IDS then Chair for approval. Not in the purview of the FPDC committee.

2.3 Travel Request (M/Morford, S/Ruiz)

- Laura Adams- Presentation masterclass series: \$799 - Approved
- Hayley Ashby – ACCJC : \$1,253 - Approved
- Ashlee Johnson – FWCA: \$1,500 - Approved
- Farshid Mirzaei – California Entrepreneurship educators: \$2,374 – Limited FPDC funds; requested to seek funds from Perkins/CTE first
- Sigrid Williams – American Criminal Justice Sciences Conference: \$3920. Limited FPDC funds; requested to seek funds from Perkins/CTE first. Is this request still current?
- Zina Chacon – Counselor requesting catering funds for ENG/MAT training. Denied. Only catering FPDC covers is Fall/Spring Flex.

3 Discussion Items:

3.1 Update to Charter

- 3.1 Certificates: Teaching Men of Color & Racial Microaggressions (SPR?)
 - A request was made for support of \$10K from FPDC funds. Discussed that this request falls under strategic planning. Motion: 3 No/3 Abstain.
- 3.1 Committee organization/function
 - Re-organize the committee so less falls on one person. Nancy Quinones requested 1st rights to overtake co-committee chair. Chair would have the charge of: catering, organizing items within Flex, monthly meetings, agendas, college wide emails, First Fridays, New Faculty Orientation, overseeing budget. Recommendation to have committee subgroups to plan Flex events. Flex Schedule for Fall should be nailed down by spring 24, and Spring should be set before the end of Fall 24.

3.2 Spring Flex ideas

- Accepting proposals for spring. Please reach out to your departments

4 Information Items

- 4.1 Spring Flex proposal (<https://forms.office.com/r/VfaKjWQdps>)
- 4.1 FPDC chair position posted
- 4.1 FPDC chair reassign time - .2 will remain for committee compensation.

5 Liaison reports

- 5.1 Distance Education- No report
- 5.2 Teaching and Learning Committee –No report
- 5.3 Diversity Equity & Inclusion – No report

6 Good of the Order:

7 Future Agenda Topics

Meeting end: 1:57pm

Next Faculty Professional Development Committee Meeting:

Day: March 12, 2024 Time: 12:50pm – 1:50 pm

Statement of Purpose

The Norco College Faculty Professional Development Committee (FPDC) empowers our faculty with ongoing opportunities to improve, develop, and expand their skills and practices. The FPDC promotes individual and collaborative professional growth to elevate students' ability to achieve career and educational goals, and to reinforce the mission of the college and enhance equity-mindedness and institutional effectiveness.