



Faculty Professional Development Committee

Agenda for March 12, 2024, at 12:50 pm

Room: IT-218

Zoom link (for non-voting members only):

<https://rccd-edu.zoom.us/j/83445305781?pwd=N0sLrPQIUbn0VP0TAP9bgJ7pazWIG.1>

Committee Members(total): Dana White, Natalie Morford, Jessiah Ruiz, Janet Frewing, Jody Tyler, Nancy Quinones, Jethro Midgett, Zander Allport, Sandra Popiden

Absent: Ana Marie Olaerts

Visiting: Dr. Quinton Bemiller

1 Call to Order: 12:54p.m.

2 Action Items:

2.1 Approval of Agenda

- (M/Morford, S/Tyler) Unanimously Approved
- Action to amend agenda and add discussion item 2.5 (M/Morford/S/Ruiz)

2.2 Approval of [November 14, 2023](#) meeting minutes

- (M/Popiden, S/Quinones) Unanimously approved

2.3 [Professional Development Proposals](#)(M/Tyler, S/Popiden)

- Basics of scheduling as chair-Reade/Olaerts (23 Feb)-Retro/Approved
- TLC- Equity request – AI Guide and best practices– Zamiska (27 Feb) Retro/Approved
- Calosha Training- 4 hours district training on ergonomics-Esqueda – (7 Mar) Retro/Approved
- Equity flex – OER and zero textbook- CMAC committee- Approved
- Equity flex – TLC Intercultural effective Pedagogy – Hernandez-Approved
- Equity Flex – TLC Syllabus share out – Hernandez -Approved

2.4 [Travel Request](#) (M/Tyler,S/Popiden)

- Moving forward on requests for approval of funds made during the months that the committee does not meet? Need a written process.
- Lisa Martin- APAHE - \$2,023 - Approved
- Jethro Midgett – NCDA - \$1,733- Approved
- Cassandra Flores – NCDA - \$1,733- Approved
- Kimberly Bell – Equity and Excellence Access in Higher Ed- \$3,795 - Approved
- Alexis Gray – Association of Biology and Anthropologists - \$686- Approved
- Kaytlyn Blank– Far West Athletic Trainers Assoc. (out of State)-\$1,557- Denied, not enough time to go to Board.
- Kaytlyn Blank – CCCATA- \$832 - Approved
- Kaytlyn Blank – Athletic training Society Symposium - \$1,280- Approved

2.5 Amendment to vote in new Chairs and adding members (M/Midget, S/Morford)

- Add Zander Allport, Nancy Quinones and Sandra Popiden to committee list
- Vote in new Co-Chair Zander Allport. Unanimously approved

3 Discussion Items:

3.1 Fall FLEX 2024

3.1.1 Subcommittees (Task Based)

- Scheduling/Assessment: 3-4 committee members: Coordinate with Zander first: Midgett, Tyler, Ruiz, Popiden, Olaerts, Frewing
 - Wednesday, Thursday, Friday
 - Topics: Teaching Men of Color, Cora, DE Camp, Assessment, Student Services and Resources
- Logistics/Day of activities, breakout sessions, RSVP, catering: Midgett
- Messaging and outreach for associate faculty: Quinones, Morford
- Suggestion to have a cutoff date on requests then break it up to the subcommittees.
- Point person needed to reach out to President's office for important information and updates, as well as Academic standing committees.
- District DE would like an entire day – They are willing to cater for the day. Possibly negotiate for 6 hours.

3.2 Committee organization/function

- Quinones responsibilities: New Faculty Orientations and reaching out to Nicole Brown for Flex attendance.
- Allport responsibilities: Coordinating FLEX.
- Catering costs – where else can we get money for these funds?
- Requested to consider going back online for FLEX days for more accessibility and lowered catering costs that eat up the budget. The question is about engagement. Hybrid is difficult to do. All online options would need to be approached with Academic Senate.

3.3 Update Charter

- Next meeting

4 Information Items

4.1 [Report of Effectiveness](#) all members to complete

- Please fill out with link provided

4.1.1 Budget Update

- Total combined funds available: \$16,894

4.1.2 Chair Transition

- Allport and Quinones to send out communications through FPDC email with updates sent on monthly basis.

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: 1:58pm

Next Faculty Professional Development Committee Meeting:

Day: May 14, 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.