

Norco College

Professional Development Minutes

March 10, 2020

Room: IT 208

Dr. Tim Russell chaired this meeting.

Members:

Dr. Tim Russell.....	Social and Behavioral Sciences
Dr. Gustavo Ocegueda.....	Dean, Grants & Student Equity Initiatives
Dr. Marshall Fulbright, III.....	Dean of Instruction
Dan Reade	Communications
Natalie Morford.....	Communications
Ana Marie Olaerts	Communications
Dr. Jody Tyler	Sciences and Kinesiology
Starlene Justice.....	Sciences and Kinesiology
Dr. Sandra Popiden.....	Social and Behavioral Sciences
Jethro Midgett.....	Social and Behavioral Sciences/Counseling
Janet Frewing.....	Math
Paul VanHulle	Business, Engineering and Information Technologies

Committee Administration Support:

Nicole C. Brown.....	Office of the Vice President of Academic Affairs
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Absent:

Dr. Kara Zamiska.....	Social and Behavioral Sciences
Dr. Samuel Lee.....	Vice President of Academic Affairs
Dr. Courtney Buchanan.....	Social and Behavioral Sciences
VACANT.....	ASNC

Guest: None

A. Approval of the Minutes November 12, 2019 MSC: S. Justice/ S. Popiden. *Approved. 9 Yays, 0 Nays. 1 Abstained.

Approval of the Agenda March 10th, 2020 MSC: *MSC: P. VanHulle/ D. Reade.
*Approved. 10 Yays, 0 Nays.

B. Action:

1. Add any FLEX proposals.

- i. Stryker Chair Training * training occurred before our first meeting. *MSC: N. Morford/ S. Justice. *Approved. 10 Yays, 0 Nays.
- ii. English Online Lab Workshop on 2/7/20- * training occurred before our first meeting. *MSC: P. VanHulle/ J. Midgett. *Approved. 10 Yays, 0 Nays.
- iii. Equity Workshop #1: Peer Observation Development and Planning on 2/27/20 *MSC: N. Morford/ S. Popiden. *Approved. 10 Yays, 0 Nays.
- iv. Equity Workshop #2: Peer Observation Guideline Development online *MSC: N. Morford/ S. Popiden. *Approved. 10 Yays, 0 Nays.
- v. Equity Workshop #3: Peer Observation Review and Reflection on 6/4/20 *MSC: N. Morford/ S. Popiden. *Approved. 10 Yays, 0 Nays.
- vi. TLC Brown Bag on 3/12/20 *MSC: S. Popiden/N. Morford. *Approved. 10 Yays, 0 Nays.

C. Discussion:

- 1. Spring 2020 FLEX Evaluations * Excel worksheet.** Dr. Russell went over the details. Positive feedback overall from attendees and felt training had value.
- 2. Meeting with Accreditation Team (March 2, 2020).** Several questions were posed and the committee discussed them. Please email suggestions to Guided Pathways co-chairs.
Q. How do we know if what we are doing is successful in the short term?
A. We are closing the loops and we need to look into how effective our training is impacting overall. Look into equity activities and its impact. Develop Project teams to look at assessment best practices and provide feedback to close the loop.
Issue: How so we measure individual impact and assess it?
A. Request a simple feedback on how did it help you and how we can improve it. We can follow up in 6 months to see if they changed their syllabus or their instruction to measure how did they use it in their classroom.
- 3. Fall 2020 Flex:** Please email suggestions to PDC chairs. Dr. Zamiska will send out announcements. Will work on the regular and substantive class forum. Need to work on the DE Courses and get people trained up as well as offer it as a regular training opportunity. Offer Growth Mindset again.
- 4. Mentorship Program** Available for new faculty. Difficult to get department chairs to assign individuals to volunteer. We need to make it more institutionalized as a regular practice. Provide a criteria match for the new of the new faculty member. Give this to Academic Senate and make sure mentor is tenured. Mentorship should last for one year.
- 5. iAspire Leadership Academy for STEM Faculty** Dr. Ocegüera provided presentation. Non-essential travel until the end of March is cancelled per District. Should the PDC have a role in deciding who goes? Dr. Ocegüera says not really. Need to be transparent on process and criteria on who to send.

D. Information:

- 1. Guided Pathways Retreat for Classified Staff Professionals (Feb. 12)**
- 2. Equity-Minded Pedagogy Workshop for Faculty (April 25)**
- 3. Professional Development Funds Request Approvals**

E. Open Hearing: NONE

Next Professional Committee Meeting: Tuesday, May 12, 2020 in online ZOOM From 12:50PM to 1:50PM.

Statement of Purpose The Norco Professional Development Committee offers ongoing opportunities to improve, develop, and expand the skills and practices of faculty and staff who promote students' ability to achieve their educational goals.