

MORENO VALLEY COLLEGE
Faculty Development Committee

September 13, 2013

12:08 - 1:05 p.m.

LIB

Members in Attendance:

Professor & FD Coordinator	Dan Clark
Associate Dean, GCSP	Maureen Chavez
Professor, Business/CIS	Jose Duran
Associate Professor, Dental Education	Donna Lesser

Additions to the agenda – NONE

Approval of Minutes – Approved (with title corrections)

- Dan Clark, Moved to approve
- Donna Lesser, Accepted
- Jose Duran, Seconded
- All approved

Prioritizing Agendas – Discussed future meetings and how to prioritize agenda items. Reviewed agenda with Dan Clark, Coordinator. Discussed items on provided list (from agenda). Requested any prioritization recommendations from committee members be submitted to Dan Clark.

FLEX Credit – Discussed FLEX credit as related to Special Project Requests (SPRs). There should be no FLEX credit earned for projects under SPRs FLEX credit is not a paid activity. Additional question posed by Dan Clark, “What if you are being paid outside of District for requested independent FLEX credit activities?” The committee recommends and feels any paid “FLEX” activities cannot be counted towards the required FLEX hours. Paid flex activities cannot be counted toward FLEX credit. Dan Clark will add to the agenda further discussion and consideration by the committee. The committee also discussed voluntary service and/or work and recommended the time may be considered and accepted as FLEX credit as approved.

Discussed facilitation vs. leading in relation to FLEX credit earned. Facilitation of a FLEX credit activity earns double the credit while leading a FLEX activity earns three times FLEX credit hours.

Discussed possibility of FLEX track for PT faculty

Faculty Development Committee Membership - Susan Lauda will remain as a member of the committee and add Faculty Development Committee meetings to Dr. Steinback’s calendar. It is preferred she attend but not required. Additional discussion included adding the Dean of Instruction, David Vakil while seeking additional membership and representation from each academic department. Discussed increasing participation and membership to include the new faculty members; reps from Humanities and MSK; possible PT faculty reps including Kendal Smith as a PT faculty committee member; students (ask Frankie Moore for recommendation); and Student Services reps.

FAQs (FLEX Activities and Credit) – Reviewed and discussed FAQs. Slight changes and edits submitted to have a more “formal” document. Changed #3 from naming “Dan Clark” to “Faculty Development Coordinator.” Discussed the facilitating vs. leading issue as related to the FAQs and “time earned”. If a faculty member disagrees with what their role, facilitator or leading. The faculty development Coordinator will review and

forward approved FLEX activity to the Committee for discussion and final approval for FLEX credit earned.

Donna Lesser moved to approve FAQs with suggested edits and changed.

Jose Duran, Seconded

All approved

No abstentions

By-Laws – Reviewed by-laws. Recommended minor edits with adding DOI as standing member; minimum commitment of 1 year for committee memberships.

DISCUSSIONS ~ Email etiquette. Adding humor with instruction of applying the “reply all” response. When to reply to all and only reply to the sender.

Recommendation that the Faculty development Coordinator request an “assistant” student employee.

FLEX day surveys – Results statement to be added to Faculty Development page. Link to Dan Clark’s email (Faculty Development Coordinator) to access any additional details for FLEX activities survey results and details. Results are sent directly to leading faculty member or presenter but not published with direct reviews.

Meeting adjourned 1:05 p.m.

Jose Duran, move to approve

Maureen Chavez, seconded

The next Faculty Development Meeting – Friday, October 11, 2013

Minutes approved 15 November 2013.