

## FPDC Work Group Final Recommendations

Given the Senate's plan to revitalize the Academic Senate Faculty Professional Development Committee, we recommend the following:

- Proposed Composition of the Senate Subcommittee
  - 2 PD Coordinators (Currently appointed by VPAA, AFA President, and Senate President), one of whom will serve as chair of the committee
  - Plus at least 5 faculty members representing a range of faculty interests, roles, and perspectives when possible (such as credit/non-credit, GE STEM, GE Arts & Humanities, CTE, Non-credit, allied, associate/full time)
    - At least 1 of the faculty members appointed by AFA
    - At least 1 associate faculty member
    - *Note, we have left this intentionally flexible. Depending on who is serving as PD coordinators at the time, the specialties of the other members may shift to make sure the committee overall has balance and diversity.*
- Proposed Meeting Time
  - 2nd Thursday, 1:30 - 2:45 pm
  - 4th Thursday, 1:30 - 2:45 pm as needed
  - *Note, the district wide PDC meets 1st and 3rd Thursdays at this time*
- Proposed scope and charge (more details provided in the preliminary report)
  - Communication: The FPDC will provide clear, routine, and easily accessible communications.
  - Coordination: The FPDC will directly coordinate certain professional development activities and programs, and work to ensure alignment with others. The FPDC will have **primary responsibility** for Forever Flex, Communities of Practice, and new faculty onboarding.
  - Collaboration: In addition to the above, the FPDC will, as appropriate, collaborate and align their efforts in coordination with all other district committees and groups working on PD.
  - Assessment: The FPDC will regularly assess how well it is achieving its vision.
- Proposed changes to Senate Bylaws: The Senate Bylaws are out of date. Please see appendix for portions of the Bylaws that will need to be amended to reflect the above recommendations (if adopted).

- Recommendations that will require negotiations to implement: We recognize that all of the following may need to be negotiated with AFA and/or SEIU before the above recommendations can be effective:
  - A portion of the general budget dedicated for Faculty Professional Development on an annual basis to cover ongoing professional development work, including:
    - Increase PD Co-coordinators' reassigned time as their responsibilities will be increased by this plan as designed and there is already difficulty recruiting for this position. (AFA)
    - Increased funding for individual or groups of faculty to engage in professional development opportunities, inclusive of travel costs (AFA)
    - Funding for an associate faculty member to organize and facilitate new associate faculty orientation in collaboration with FPD coordinators (AFA)
    - Administrative Assistant for FPDC

Appendix: Current Senate Bylaws with areas that need updating highlighted

#### Section 4: Faculty Professional Development Committee

- A. Composition: At least five faculty members appointed by the Senate. These should include representatives from a variety of disciplines and should include contract and associate faculty. The Faculty Professional Development Coordinator(s) will be appointed by the Senate for two years. The Staff Development Coordinator will serve as a non-voting ex officio member.
- B. Duties:
  1. The committee will be responsible for determining the professional development needs of all faculty, for setting goals, and for evaluating progress towards those goals.
  2. The committee will oversee all professional development activities for faculty, including the Flexible Calendar.

3. The committee will coordinate its work with the staff development activities of other groups in the college through the Professional Development Committee.
4. The Faculty Professional Development Coordinator(s) will maintain close communication with and receive guidance from the Senate.
5. The Committee will consult with the bargaining agent when appropriate.

C. Meetings: Meetings will be scheduled by the Faculty Professional Development Coordinator(s) as needed to discuss faculty-specific professional development matters being discussed by the Professional Development Committee.