FACULTY STAFF DEVELOPMENT COMMITTEE
Wednesday, April 18, 2012
3:30 p.m., HRC 101

AGENDA

I. Call to Order

II. Roll Call

III. Approval of March 21, 2012 Minutes

IV. Revisions to Agenda

V. Information Items

   New Business

VI.

A. Applications for Track Advancement

   Kearns, Julian Course Description PolSci
   Kearns, Julian Course Description Spanish

   Ramirez, Gilbert Course Desc EDAD 200 - The School Manager
   Ramirez, Gilbert Course Desc EDAD201 - The School Leader
   Ramirez, Gilbert Course Desc EDAD202 - The Educator
   Ramirez, Gilbert Course Desc EDAD 203 - The School HR
   Ramirez, Gilbert Course Desc EDAD 204 - The School Fiscal Leadership
   Ramirez, Gilbert Course Desc EDAD 205 - The School Leader in Community
   Ramirez, Gilbert Course Desc EDAD 206 - Advocate for all Students
   Ramirez, Gilbert Course Desc EDAD 221 - - Research Seminar in Education - Part 1
   Ramirez, Gilbert Course Desc EDAD 221-2 - Research Seminar in Education - Part 2
   Ramirez, Gilbert Course Desc EDAD 242H-1- Educational Field Work - Part 1
   Ramirez, Gilbert Course Desc EDAD 242H-2 - Educational Field Work - Part 2
   Ramirez, Gilbert Course Desc EDAD 253 - Administration in Educational Settings

   Beede, Robert Cabrillo Transcripts (Pascal)
   Beede, Robert Summer Arts - Cinematography
   Beede, Robert Summer Arts - Script
   Beede, Robert Summer Arts - Sound
   Beede, Robert - @One Teaching with Moodle Fresno Pacific University Credit Policy
   Beede, Robert - Courses in Photoshop CS6, Final Cut ProX, Lightroom 4

   • Adobe Tutorials Light Room 4
   • Apple - Training FCP-X
   • Apple Training Motion 5
• Avid Tutorials ProTools
• Photoshop CS 6 – Tutorials – Deke’s Techniques
• Photoshop CS 6 – Training at Lynda.com
• Tutorials – Foundations of C5 6 Photography Night-Low light

B.

Applications for Career Increments/Co-Curricular Activities
Amaro, Debbie
Amirkhanian, Maria
Arteaga, Blanca
Besson, Sylvia
Burgman, Lorraine
Cisneros, Nicole
Dachkova, Elena
Dresch, Marla
Franklin, Lisa
Fuzie, Mark
Garcia, Mari
Giacalone, Shelley
Hooper, Jessica
Marques, Albert
Perez, David
Rosette, Arturo
Sandler, Scott
Smith, Kimberly
Spencer, Herb
Venable, Ellen
Course Description
Stubblefield, Linda Co-Curricular Pg1 Co-Curricular Pg2
Nari, Jennifer
Oler, Carlton
Andrade, Neal
Van Tassel, Dennie
Salvin, Christina
Lawton-Haeckl, John
Morales, Rey
Kearns, Julian
Kreider, Robin
Ramirez, Gilbert
Stewart, Johanna
Lawrence, Sabrina
Flippen, Travis
Young, Dana
Crock, Erin
Turetzky, Marc
Kramer, Kevin
Clark, Dale
Machado, Maria
Henrickson, Patricia
FACULTY STAFF DEVELOPMENT COMMITTEE  
Wednesday, April 18, 2012  
3:30 p.m., HRC 101  

MINUTES  

I. Call to Order  
The meeting was called to order at 3:35 p.m.  

II. Roll Call  
Committee members in attendance: Susan Turner, Dana Young, Lori Burgman, Denise Besson, Carlton Oler, Nicole Cisneros. Guests: Bob Beede, Gilbert Ramirez, Julian Kearns.  

III. Approval of March 21, 2012 Minutes 
(MSC) Besson/Young to approve with no changes.  

IV. Revisions to Agenda  
Added: Report on Full Time Faculty Evaluation Subcommittee Meeting  

V. Information Items  
None.  

New Business  

VI.  

A. Applications for Track Advancement  
Kearns, Julian Course Description_PolSci  
Kearns, Julian Course Description_Spanish  
(MSC) Cisneros/Besson to approve.  

Ramirez, Gilbert Course Desc EDAD 200 - The School Manager  
Ramirez, Gilbert Course Desc EDAD201 - The School Leader  
Ramirez, Gilbert Course Desc EDAD202 - The Educator  
Ramirez, Gilbert Course Desc EDAD 203 - The School HR  
Ramirez, Gilbert Course Desc EDAD 204 - The School Fiscal Leadership  
Ramirez, Gilbert Course Desc EDAD 205 - The School Leader in Community  
Ramirez, Gilbert Course Desc EDAD 206 - Advocate for all Students  
Ramirez, Gilbert Course Desc EDAD 221- - Research Seminar in Education - Part 1  
Ramirez, Gilbert Course Desc EDAD 221-2 - Research Seminar in Education - Part 2  
Ramirez, Gilbert Course Desc EDAD 242H-1- Educational Field Work - Part 1  
Ramirez, Gilbert Course Desc EDAD 242H-2 - Educational Field Work - Part 2  
Ramirez, Gilbert Course Desc EDAD 253 - Administration in Educational Settings  
(MSC) Oler/Burgman to approve.  

Beede, Robert Cabrillo Transcripts (Pascal)
Beede, Robert Summer Arts - Cinematography  
Beede, Robert Summer Arts - Script  
Beede, Robert Summer Arts - Sound  
Beede, Robert - @One Teaching with Moodle Fresno Pacific University Credit Policy  
Beede, Robert - Courses in Photoshop CS6, Final Cut ProX, Lightroom 4  
Beede Course Work:  
Adobe Tutorials Light Room 4  
Apple - Training FCP-X  
Apple Training Motion 5  
Avid Tutorials ProTools  
Photoshop CS 6 - Tutorials - Deke's Techniques  
Photoshop CS 6 - Training at Lynda.com  
Tutorials – Foundations of C5 6 Photography Night-Low light  
(MSC) Oler/Young to table all courses to next meeting. Bob Beede was notified in person that he must re-submit all track advancement forms with the following additions/chages:

- All track advancement forms must contain the course number.
- Summer Arts courses must designate whether course is taken for graduate or undergraduate credit and course number.
- Cabrillo College Pascal Course is currently listed as a “Traditional Unit” course, which is for Vocational Instructors only. Bob Beede’s instructor position needs to be determined as to whether it is Instructional or Vocational. If he is “instructional faculty” then this course needs to be moved to “Non-Traditional – Lower Division – related to job assignment”. If he is considered “vocational faculty” then “Traditional Units” are appropriate. The instructional office will determine this. Course number must also be included.
- Moodle Course needs to specify that it is being taken through Fresno Pacific only, and not both @One and Fresno Pacific. Course also needs to include course number. Transcript submitted must match course approved.
- All courses obtained via Lynda.com must be submitted on separate track advancement forms. The instructional office will review the website and contact the vendor to evaluate whether this coursework is eligible for approval as an appropriate source of education for Track Advancement.

B. Applications for Career Increments/Co-Curricular Activities
Amaro, Debbie  
Amirkhanian, Maria  
Arteaga, Blanca  
Besson, Sylvia  
Burgman, Lorraine  
Cisneros, Nicole  
Dachkova, Elena  
Dresch, Marla  
Franklin, Lisa  
Garcia, Mari  
Giacalone, Shelley
Hooper, Jessica
Marques, Albert
Sandler, Scott
Spencer, Herb

Venable, Ellen Course Description
Stubblefield, Linda Co-Curricular Pg1 Co-Curricular Pg2
Nari, Jennifer
Oler, Carlton
Andrade, Neal
Lawton-Haeli, John
Keams, Julian
Kreider, Robin
Ramirez, Gilbert
Stewart, Johanna
Lawrence, Sabrina
Flippin, Travis
Young, Dana
Crook, Erin
Turetzky, Marc
Clark, Dale
Machado, Maria

(MSC) Oler/Young to approve all Co-Curricular and Career Increment forms where no comments are listed (see list above).
Items with comments are tabled to the next meeting pending clarification/modification (see list below with comments):
Fazie, Mark - not enough hours listed. Susan Turner will send e-mail.

Perez, David - Co-curricular form submitted. Pilar Conaway asked for revised Career Increment form which was submitted but was not replaced on agenda. Tabled until able to review Career Increment form at next month’s meeting.

Rosette, Arturo - discrepancy in total of hours listed. Susan Turner will send e-mail.

Smith, Kimberly - needs to list specific dates and hours. Susan Turner will send e-mail.

Van Tassel, Dennie - needs clarification as to content of activities as well as specific dates need to be listed.

Salvin, Christina needs clarification of whether activities are outside of scheduled class time. Also, lists n/a for step increase and career increment. If it is correct, faculty does not need to submit form. Susan Turner will send e-mail.

Morales, Rey - Hours listed in July will occur in another fiscal year and must be removed. Susan Turner will send e-mail

Kramer, Kevin - Department meetings must list specific dates. Susan Turner will send e-mail.
Henrickson, Patricia – Specific dates must be listed for mentoring/advising. Workshop hours can’t include travel time or hours included in regular work day. Susan Turner will send e-mail and plan to meet with new faculty to explain procedure for co-curricular forms.

C. Request for Travel and Conference
Sharboneau, Rosa Conference Info
Stewart, Johanna
(MSC) Cisneros/Burgman to approve.

Guardino, Laura Registration Form
(MSC) Cisneros/Young to approve up to $149.75 pending receipt of hard copy of Travel and Conference form. Susan Turner will send e-mail.

Bumgarner, Marlene - Education of Young Children Conference
(MSC) Young/Besson to approve up to $317 (amount on original request). Modified request (for reimbursement) to increase the amount to $781.41 but signature of Dean was obtained for $317. A total of $400 is available. May re-submit new Travel & Conference in order to request an additional $83. Susan Turner to send email.

D. Individual Professional Development
Sharboneau, Rosa
(MSC) Cisneros/Burgman to approve for up to $250.

E. Flex Contracts
Venable, Ellen (modified)
(MSC) Oler/Cisneros to approve.

F. Sabbaticals
None.

G. Forms/Documents
Part Time Faculty Remediation Form
(MSC) to approve form for both Part-Time Faculty and Full-Time Faculty. Form may now proceed to GCFA/Administration for negotiation.

H. Committee Membership

I. Budget Report
J. Discussion Items
Full-Time Faculty Evaluation Subcommittee Report:

Susan Turner reported that the sub-committee met on March 29th. Susan Turner, Celia Marquez, Dana Young and John Pruitt were in attendance. GCFA did not send a representative. Leah Halper sent an email stating the two concerns were: (1) would like comment boxes in one place rather than two, and (2) would like the scoring from 1 to 5 (lowest to highest) rather than 5 to 1 (highest to lowest) on the Observation form for Full-Time and Part-Time Faculty form. The subcommittee discussed that this topic was explored during the last set of revisions in 2008 to 2009 and decided that 5 to 1 (highest to lowest) presented a more “positive” approach to the evaluation. John Pruitt expressed concern that the current forms used for observation of faculty do not meet his needs for evaluating counselors. He submitted a copy of the old “Peer and Administrative Counselor Evaluation” form for review and comparison. The counselors have a meeting scheduled for April 24th to discuss the current form and recommendations for changes. The subcommittee will be on hold until the counselors have met and submitted their recommendations.

VI. Adjournment
(MSC) Burgman/Besson to adjourn at 5:00pm.