

Mt. San Antonio College ■ Salary and Leaves Committee

September 26, 2016

Attending:

☒ Irene Malmgren, Chair

☐ Jennifer Galbraith

☒ Jennifer Leader

☒ Joan Sholars

☒ Jeanne Marie Velickovic

☒ Emily Woolery

☒ Laura Martinez, Recorder

	Topic	Updates/Discussion	Outcome/Action
1.	Approve Workshop Course Proposal Forms - Standing Item:	No proposals to review.	
2.	Liesel Reinhart - Workshop Course Proposal Form Review/Criteria: Professional Learning Academy	<p>Gave quick overview. Professional Learning Academy developed with in Professional Development. It will focus on professional growth education. Learning outcomes based structure. Develop programs for both classified and faculty. Build academy with professional growth in mind. Bring print out of org chart and model from Valencia in Florida and Cerritos.</p> <p>Questions: 1. What are we looking for as benchmarks for Professional Growth offering? What hasn't looked right? What should be in a course (SLOs)? What prevents approval? (to help FPCD to prepare) Would S&L provide feedback? What is the rubric? Develop clear criteria for these courses. Two courses created on how to write course proposals. 2. Rather than deny – would S&L consider approving with exclusions? Offer a statement of what a person in the discipline would take out of the course. Wants courses that multiple people can teach rather than just the owner of the course. Can we develop additional learning outcomes for people in the discipline (ENG-Grammar) 3. Seat time vs. learning time. Will we consider non-set time? Different types of learning: lecture, making posters, writing essays. 4. Certificates: Can we review certificates rather than courses? (include learning outcomes similar to AAT) To cross list courses between FPDC and CPDC. 5. Motivating presenters. Can presenter get credit? Adopt senate formula for hours (creation = 3hrs, presenting = 2hrs), or pl 103 course which is structured learning. Go through learning cycle each time you teach the course to improve it.</p> <p>Timeframe: NOW: Equity being developed in NFS – end of</p>	<p>This year build equity teaching and learning certificate. Leadership institute (4 courses this year). Draft of leadership certificate by end of Fall semester. Equity as a big package at the end of the year. Cornell West will come through as a solo class. (Dec. 7) Suggested that FPDC maybe give conditional approval for a time and then assess.</p> <p>Bring Faculty contract to next meeting. Bring criteria forms to next meeting. Follow up with Liesel to send the course models for Valencia and Cerritos. Any criteria or rubric that may be available. (Email sent 9/27/16) Bring purpose and function of FPDC to next meeting.</p>

		Spring. Leadership Institute – courses and off-site institute – end of Fall. COMING: Instructional Innovation; Assessment; On-line teaching; and on-boarding New Faculty, management, classified.	
3.	Sabbatical Report Review: <ul style="list-style-type: none"> • Andrea Diem • Tim Revell • Phil Wolf - Will turn in by 9/30 • Lynda Rillorta - Delayed submission 	Lynda requested an indefinite extension. Irene will check in with her to follow up. Watch proposals for possible footnote additions. Andrea: change AI to type out for board. Tim: proof read and correct typos.	Andrea: considered approved as is. Tim: provisional approval until corrections are made, then approved.
4.	Other: Reception Reports in the library.	October 20 th ??? 3PM-5PM Invite presenters: Jennifer Leader, Liesel Reinhart and Tom Edson. Spring – aim for a day of board meeting so the board members can attend. Keep 3 years then return to author.	Create a sabbatical link. Keep hard copy for 2 or 3 years and then store it electronically. Verify location and people are invited for Oct 20 th . Build 12 room 1280. Liesel – invite new faculty. Joan requested fly to present at rep council meeting. Orientation & reception. Consider requiring an electronic copy beginning next year?
Issue Bin/Future Agenda: S&L Committee Web Page (hold until spring)		Future meetings: Firm: October 10, November 14, December 12 If needed: September 26, October 24, November 28, Dates to note: Add due dates for proposals and things.	