

## **MEMORANDUM**

To: Joseph Fairchild, President's Advisory and Planning Council chair  
From: Thomas M. Geary, Faculty Professional Development Committee chair  
Date: January 29, 2018  
Subject: Governance Committee Mid-Year Report 2017-18

I am writing this requested Mid-Year Report on behalf of the Faculty Professional Development Committee to provide a summary of our charges, our actions, and our remaining goals.

I hope that this memorandum provides clarity as to our successes and upcoming challenges as a governance committee thus far in the academic year 2017-18. Below you will find a list of our approved charges followed by actions and remaining goals organized to align with each charge.

### **Charges**

1. Review the Faculty Professional Development (FPD) program, practices and procedures and participate in MY and EOY FPD Unit reports, recommendations, and revisions.
2. Plan the following professional development events: 2017 Faculty Development Day, 2018 January college briefing, and the 2018 Learning Institute.
3. Research the use of certifications and badging for TCC faculty professional development participation or completion.
4. The Faculty Professional Development Subcommittee will participate in the redesign of the New Faculty Academy and build of the Adjunct Faculty Academy.
5. Develop professional development sessions to prepare for and support Dean's Class Observation Evaluations.
6. Determine the committee's role in advancing Guided Pathways.

### **Our Actions**

1. There has been ample analysis and reflection of faculty professional development at the college.
  - a. The Faculty Professional Development team alongside members of the Faculty Professional Development Committee reviewed its unit goals for 2017-18 and conducted a SWOT (strengths, weaknesses, opportunities, threats) analysis of faculty professional development at TCC at a Dec. 12 retreat.
  - b. The committee has also participated in the mid-year report, consistently brainstormed ideas for Batten Center presentations and workshops, approved charges, and filled vacant committee positions.
2. The FPDC has completed two of its three assigned professional development events: 2017 Faculty Development Day and the 2018 January college briefing.
  - a. After the August 2017 Faculty Development Day, the committee reviewed surveys and assessed strengths and weaknesses. Among the most interesting feedback is a low score (3.1 out of 5) for the morning plenary session and high

- faculty response to a needs assessment to learn about Syllabus Builder, Creating Videos, and OER Support (31.5%, 31.5%, and 26%, respectively).
- b. The Guided Pathways Briefing and Work Session originally scheduled for Jan. 4 was held on Jan. 19 with much success in making progress toward completing pathway default course templates.
  - c. The committee has discussed VCCS New Horizons 2018 plans, including available funding for presenters, how to bring back sessions to TCC, and if it is possible to live stream TCC presenters.
  - d. Planning for Faculty Development Day 2018 is already underway. The committee has been determining options, costs, and availability of speakers, planning changes to the schedule based on 2017 FDD feedback, and working on a new call for papers.
3. The committee had Dr. Anne Weiss of NASA present virtually at our Dec. 12 on digital badging. Her ideas have provided a basis for further discussions about opportunities for digital badging at TCC.
  4. There has been a lot of success in the redesign and development of the New Faculty and Adjunct Faculty Academies, respectively.
    - a. The New Faculty Academy redesign has been spearheaded by Monica McFerrin.
      - i. New faculty have been participating in a Teaching Squares cohort and working closely with mentors to establish long-term goals while second-year faculty have been taking TOP-Elite and OER Pathways training. Faculty in their third year of the academy will develop projects.
      - ii. McFerrin has been developing a Facilitator's Handbook to provide consistent information to deans and future facilitators.
    - b. The Adjunct Faculty Academy has been developed by Jeanne Hopkins.
      - i. A 10-week online course has been fleshed out with lessons, readings, and assignments on orientation and course design, teaching philosophies, instructional delivery, instructional effectiveness, instructional expertise, and other best practices.
      - ii. The academy, which was vetted by 13 faculty members, is live as of Jan. 1.
  5. Professional development sessions, including many Batten Center training and workshops as well as college-wide and regional events, have been offered throughout the 2017-18 academic year thus far. A few of those events are as follows:
    - a. An Assignment Design Charrette event for the Tidewater Regional Center for Teaching Excellence will be held on Mar. 2.
    - b. A Project-Based Learning event for the Tidewater Regional Center for Teaching Excellence will be held in Norfolk on Mar. 23.
    - c. A half-day distance education workshop created in collaboration with the Online Learning Committee is in the works.
  6. The committee has extensively discussed and embraced its role in promoting faculty professional development events that support Guided Pathways at the college. One

such instance has been the Guided Pathways Briefing and Work Session held on Jan. 19.

7. Other actions completed by the FPDC thus far in 2017-18 include a review of major updates to the TCC Syllabus Builder with John Morea, unanimous approval to participate in the Governance Committee Blackboard Portal, a discussion of connections between FPD opportunities and Faculty Rewards criteria, and OER opportunities for developing courses.

### **Our Remaining Goals**

1. The FPDC still needs to finish conducting a review of current by-laws.
2. The committee and Faculty Professional Development team still need to work on plans for the 2018 Learning Institute and finish Faculty Development Day 2018 planning.
3. Further research into how digital badging has been used at community colleges of our size is being conducted, and faculty on the committee have discussed a possible collaborative VCCS Paul Lee professional development grant application to complete a digital badging system for the college.
4. Though the New Faculty Academy redesign and Adjunct Faculty Academy development are near or at completion, continual assessment and reflection will be needed to ensure long-term successes.
5. Workshops that help prepare for dean's class observation evaluations will continue to be promoted.
6. The FPDC will continue to be forward-looking in brainstorming ways to support Guided Pathways at the college.
7. The committee will brainstorm ways to connect Faculty Rewards criteria to a proposal for the use of digital badging at the college.