

Academic Senate Grossmont College

Monday, May 16, 2011
11:00am – 12:20pm in Griffin Gate

I. CALL TO ORDER

- A. Public Comment – *Each speaker will be given a maximum of 4 minutes to address the senate about a non-agendized item or items, with a maximum of 15 minutes allowed for public comment. The senate may vote to extend public comment at any meeting. Please contact the senate secretary before the meeting when wishing to speak at public comment. The senate welcomes all speakers to participate in the discussion on agendized items.*
- B. Approval of Agenda
- C. Approval of Minutes from May 2, 2011

II. PRESIDENT’S REPORT

10 minutes

Emergency Preparedness Drills this summer; need Distinguished Faculty nominations; Resolution for Part-time Rank to the Academic Rank Committee; no more printed schedules; updates

III. COMMITTEE REPORTS

30 minutes

- A. Program Review Committee
- B. Part-Time Faculty Committee
- C. Evaluations Task Force

IV. ACTION ITEMS

- A. Professional Development (see attachment)

V. INFORMATION ITEMS*

35 minutes

- A. Questions about student absences, final exams, and Admissions and Records Research requests: Wendy Stewart
- B. Accreditation Update
- C. Resolution: Part-time Faculty Assignments

*The Academic Senate may move information items to action upon a 2/3 vote.

Application for “Independent Project” Flex Credit

This application is for activities for which you would like to receive Professional Development Credit which are **not** already included on the Flex schedule.

To see the list of Grossmont College due dates and requirements, visit the links below:

[Professional Development Requirements](#)

[Examples of Independent Flex activities that do meet these criteria](#)

[Examples of Independent Flex activities that DO NOT meet these criteria](#)

You should submit this application to request flex credit for an activity **prior** to the activity taking place and no later than two weeks after the event, in order to receive credit.

Note: submitting this application without receiving prior approval from the Faculty Professional Development Committee does not guarantee that you will receive Flex Credit.

In order to be approved, the activity must meet all of the following criteria:

- The primary goal of the activity must be professional growth and achievement of the mission of the college
- Accomplishment of the activity must be of sufficient benefit to justify the time spent.
- You must not be compensated in any other way for this activity.
- The majority of the event must not be purely recreational or social.
- The activity must fall outside expected departmental and other contractual faculty duties.

In addition, your proposed activity must meet one of the following [State Guidelines](#) .

1. Improvement of teaching.
2. Maintenance of current academic and technical knowledge and skills.
3. In-service training for vocational education and employment preparation programs.
4. Retraining to meet changing institutional needs.
5. Intersegmental exchange programs.
6. Development of innovations in instructional and administrative techniques and program effectiveness.
7. Computer and technological proficiency programs.
8. Courses and training which implement affirmative action and upward mobility.
9. Other activities determined by the Board of Governors to be related to educational and professional development pursuant to criteria established by the Board of Governors of the California Community Colleges.



Independent Flex Activity Request

Name:	Dept:
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Year:	Semester:
Email:	Phone / ext:

Check one of the following:

- This is an application for flex credit for attending a conference. Answer questions one and two below (only). Flex credit for attending conferences is limited to 20 hours a year.
- This is an application for flex credit for attending off-campus training conducted by a non-Grossmont training provider. Answer questions one and two below (only).
- This is an application for flex credit for completing an independent flex project, which is a professional development activity that is conceived and executed by a faculty person independently of any training provider or organization. Answer all questions below. Also, submit the final project to the Professional Development Director by June 30th. The final project may be posted on the Professional Development website. Flex credit for a single independent flex project is limited to 16 hours per semester.

I am requesting FLEX hours.

Please be as thorough as possible. If vague information is provided, a response to your application may be delayed.

1. Provide a description of the activity.

Please enter the link to the conference or off-campus training here:

2. If this is a conference or off-campus training, when will it take place?

to

3. State the anticipated learning outcomes for the activity, and how this activity contributes to your own professional growth.

4. Describe how you will disseminate and share (as appropriate) the product of your independent flex project with your colleagues so as to support the mission of the college.

When complete, please save this Word document and email to the Faculty Professional Development Committee at: fpdc@gcccd.edu

Examples of Activities that Do Meet the Flex Criteria

- Faculty- or staff–led workshops or presentations given to faculty to provide them with:
 - tools to improve student learning,
 - inform them about Student Services available at Grossmont College
 - topics concerning cultural diversity
 - topics concerning human resources.
 - topics concerning institutional effectiveness
 - topics concerning employee health and wellness
 - topics concerning the college’s financial stability
 - topics concerning technological advancement.
 - training on how to use computer resources that will be utilized during instruction.
- Publisher-provided training, its goal must be to train participants in using the resources, not merely to display the product for sales purposes. This should be limited to a reasonable number of hours (suggested hours for publisher-led training is 4 hours per academic year)
- Lectures or talks that enrich a faculty person’s knowledge of other disciplines and areas of knowledge.
- Research or travel to non-local sites to develop materials for a new course or program which is highly encouraged to be shared during the next flex week activities.
- Faculty-led trips to museums or other cultural sites that enrich a faculty person’s knowledge of other disciplines and other cultures.
- Engaging in constructive activities and original research which enhance professional standing in one’s field or in a related area. This should be limited to a reasonable number of hours (suggested hours for such activities is 4 hours per academic semester)

- Writing for Publication: The topic should be related to the writer's field of expertise. Included are journal articles, popular magazine articles, scholarly books, textbooks, and curricular materials. (Faculty member may not receive other compensation.) These activities should be limited to a reasonable number of hours. (suggested hours for publications is 6 hours per academic semester). For additional hours for publications it should be addressed as a independent project request.
- Doing course work in one's related field: The course will typically be upper-division, or graduate level. (A faculty member enrolled in a college course for salary schedule advancement cannot receive flex credit for that activity.)
- Union based meetings that enhance educational prospective (topic specific). This should be limited to a reasonable number of hours (suggested hours for union based events is 6 hours per academic year
- Educational, disciplinary or institutional based conferences: this could be a on campus workshop or a off-campus event,.
 - For off campus events a off campus independent project proposal need to be completed (preferably before the event)
 - Flex credit for attending conferences is limited to 20 hours a year.

Examples of Activities that Don't Meet the Flex Criteria

- Social gatherings of colleagues.
- Presentations or workshops given to students.
- Publisher led presentations designed to help faculty decide whether or not to adopt materials.
- Activities that fall within the job description.
- Certification tests required to maintain status as a faculty member in your discipline.
- The development of individual or department websites.
- Discussions with colleagues.
- Other activities for which faculty receive other compensations: personal, political, religious or labor relations.
- A faculty member teaching at other public institutions cannot receive flex credit or monetary compensation for a single event/project from multiple institutions.