Meeting Notes – November 8, 2017 10:00am to 12:00 PM VBT 458
Faculty Development Subcommittee Meeting

<table>
<thead>
<tr>
<th>PRESENT</th>
<th>Mary D’Alleva, Andrew Carlos, Julie Glass, Julie Stein, Jessica Weiss, Sweety Law, Roger Wen,</th>
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<tbody>
<tr>
<td>ABSENT</td>
<td>Mike Hedrick, Lindsay McCrea, Margaret Harris, Dianne Woods</td>
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<td>GUESTS</td>
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AGENDA AND MINUTES

Andrew opened meeting with a review and approval of the minutes from the 10-25-17
Motion to approve minutes and agenda  Glass/Wen/Passed

1. Opening Business  – Membership Update – Andrew Carlos

- Idea book discussion tabled until Nov. 29, 2017 meeting. Agenda changed to
  reflect discussion of the winter workshop.
- Andrew reported that the SCFD subcommittee still needs volunteer from CEAS.
  Received email from Kinesiology and will follow up with them today or send to
  CEAS for volunteer. Also still need volunteers from CLASS and from Science
- Andrew shared the winter workshop docs with subcommittee
- November 29 meeting Andrew hopes to have all of the names of the volunteers
  for the next year.
- Andrew reported that he sent the membership update to Sophie. She will get
  names from faculty who’ve volunteered from CEAS and CLASS reps. As soon
  as he receives all of the names will send them to subcommittee

2. Update re: Workshop Ideas  - All

- Mary reported that she sent three emails to the comp list serv but has not heard
  back. The first meeting is next week about semester conversion and hopefully
  we will have better luck with attendance.
- **Ideas for a blurb for the Teaching Semesters workshop:**
  - Practical tips and strategies/insight
  - Tips strategies and insights will be shared, with opportunities to ask questions.
  - Julie G - Use single class, for example; “here is a class I taught on semesters,
    and I taught same class on quarters” It would be nice to give the panelist that
    guidance of different ways of teaching similar courses on semesters and
    quarters
  - Mary D - Start with leading question: “Worried about what your semester class
    might look like?”
  - Quarter semester translation
  - Zen of semester conversion
- - Zen and the art of semesters
- - Art of semester maintenance
- - Art of teaching on semesters
- - Lost in translation; quarter to semesters
- Is this more theoretical? What about, "Lost in translation; examples of converted courses, to let them know they will see these comparisons. - Navigating your semester course
- Finding your course on semesters
- Mapping your way
- Translating your course to the language of semesters
- Making the jump; taking your course from quarter to semesters
- Andrew read the draft blurb to the subcommittee with the changes that were brainstormed.
- Ya You and Samantha François, but no one from CEAS. Andrew will send description out to the two people we have and work on dates; he will ask Danica who we can get from Science.
- Sweety L suggested someone from CDE
- Andrew suggested for the subcommittee to continue gathering names first, and then will ask them for dates that work with their schedules.
- Jessica encouraged the subcommittee to try and really drum up people to attend Sweety L and Margaret's workshop…each of us should invite people to the workshop
- Roger W suggested that the subcommittee consider professional development events next quarter; if interested we can include a semester conversion track for folks to attend this event to receive additional badges for their attendance.
- Possible date for “Teaching Smarter with Rubrics”…week of Jan. 8
- Sweety L would like to hold off on scheduling the Redesigning workshop.
  Looking at Monday 29 or 31.
- **Workshop suggestions:**
  - Jessica W - Badges or certificates. A "semester launch readiness" certificate.
  - Three workshops in January and one on Feb 8
  - Andrew will ask faculty panel to consider mid to late Feb to spread them out a bit.
  - Julie G - suggested that Jessica consider creating a google calendar with faculty events and sharing
- Andrew would like to finalize descriptions by end of day Thursday, then send to Diane for development of posters…although we are still waiting for dates it will be easy to go in and modify dates.
- -Can go out in AA newsletter with a blurb and a location TBD
- -Reach out to Danica to see if they have a science faculty member to be on panel

### 3. November 15 Workshop Review (Sweety Law/Margaret Harris) - All

- Sweety found handout that she thought would be good to share in workshop and discussed the information that will be presented for subcommittee members to review and give feedback if needed.
- Slides will be printed by Alicia (10 copies of handouts and slides) for attendees so they will be able to take notes.
- Andrew recommended that all subcommittee members please reach out to your network and faculty about the Nov 15 workshop.
- Will send out blurb and all details to everyone in committee so they can forward...
- Sweety suggested to please include the link with vendor, location and time.

### 4. Idea Book Discussion - All

- This discussion tabled until November 29, 2017 Meeting

### 5. Agenda Building for next meeting

- Finalize Communications for workshop
- Discuss idea book
- Discuss Cheat sheet
Discussion regarding badges and certificates

- Limited number of potential badges or certificates
- Roger gave brief explanation/background of his pilot program:
  - In the past, digital badging for students for sustainability courses or ILO, community engagement would get a badge, but that cost a lot of money and there was limited funding so they decided on digital badging which can only be offered through the professional development.
  - Each workshop will receive additional badges, eg., silver level, gold level, diamond level; the higher the level more competencies. The digital badging is limited to 500 earners. Thinks this could be offered for faculty development workshop attendees.
- Does blackboard have its own digital badging? Yes
- Who’s pushing this initiative? Student life, sustainability, lots of people wanting to do it; university extension.
- What are criteria for having Credly has the data base structuring. Northridge and some private colleges are also using Credly.
- Looking at other platforms, as well. CSUEB is currently reaching out to other institutions to see if any others are doing digital badging. Credly seems to be the only one getting positive feedback.
- Divide between campus relevance and career relevance.
- Suggested having different screening criteria; hip certificate, teaching freshman certificate; etc…lecturer, up and coming PH.D candidates looking to become portable, these are worthwhile to take with you.
- Recommendations: Jessica – Three mandatory and one optional. Five workshops for Teaching Freshman.
- Three- one per quarter; four, if Back to the Bay included
- Suggested updating all of the descriptions to say: “This is a Semester Conversion workshop”
- What about faculty development workshops? Three of the workshops should have a semester conversion blurb; generically, it would be nice to have some threshold you’d have to complete
- Andrew will write up discussion on certificates and email to committee members.

Meeting adjourned 11:25 am