

Professional Development Committee  
Minutes of Meeting  
Friday, October 22, 2010

The second meeting of the Professional Developmental Committee of Edison State College was held at 1:00 p.m. It was originally scheduled to be take place in the TLC of Lee Campus, I-222; however, the meeting was moved to S-250 of Lee Campus.

In attendance were:

Katie Paschall (teleconferenced from Collier), John Connell, Scott Berthiaume, Sandra Seifert, Judy Van Gaalen, and Caroline Seefchak. Absent were Theo Koupelis, Margery Moller, and Tina Ottman .

The meeting was called to order by Committee Chair, Katie Paschall. John Connell moved to accept the minutes of the last meeting, and Sandra Seifert seconded it.

Katie indicated that she had been going through a large number of NISOD award nominations. She separated previous winners and removed those nominations for faculty who are adjuncts. At the time, she had just over 70 nominations. She noted that nominations were still open and would be taken until the deadline of November 5.

Katie indicated that, of those faculty members receiving multiple nominations, as of October 22, there were following of note:

- Joyce Rollins, education - over 30 well-written student nominations
- Natalia Orobello, English - 1 faculty nomination and 1 student nomination
- Rozalind Jester, biology - 2 student nomination and 1 from staff (Suzy Callahan)
- Scott Van Selow, computer science - 3 student nominations
- Tina Ottman, biology - 1 faculty nomination
- Amanda Pollitt, English – 8 student nominations, one faculty nomination
- Scott Berthiaume, math – 3 student nominations

It was reiterated that nominations are open for three more weeks.

The quality of the individual nominations was discussed, as was should more weight be put on nominations received from faculty members.

What should be done with single nominations? There were quite a few single nominations. Sandra questioned whether we could make a good judgment based on one nomination or recommendation.

Caroline asked about specificity in the nominations and questioned if we should consider for what students nominated faculty.

The committee discussed what to do with the nominations for faculty members who would not be considered for the award.

It was decided that the forms would be returned to those nominated in the spring. The PDC would present to each a certificate stating that he or she had been nominated for the NISOD award.

Caroline offered to make the certificates.

It was decided that adjuncts who received nominations, and who were ineligible, would receive certificates, as well.

Nominations close on November 5, and the committee decided to discuss nominations via email.

Scott asked if an additional email should be sent as a reminder to all that nominations are open. Katie said that she believes that everyone has had fair warning; we have many nominations, and some are still coming in. Everyone agreed that it was much better than last year, when nominations came in "as a trickle."

It was reiterated that email would be used, by PDC members, to discuss the nominees.

Scott suggested using "Reply to All" when sending messages.

Sandra offered to scan the nominations into PDF files so that all members could read them.

Sandra said that she would email the files to all PDC committee members.

Katie mentioned that she had received follow-up emails from students who had nominated faculty and who were interested in knowing who would receive this honor.

The committee critiqued the process used this year and made recommendations for running the nominations in the future:

- Be more clear about what the award represents
- Be more instructive about what should be included on the nomination
- Ask, for example, for a minimum of three specific details as to why the nomination is being made.
- The name of the person making the nomination, as well as contact information, must be included.

The next step would be to make a recommendation to Dr. Atkins' office.

Judy asked if anyone had TLC workshop recommendations for spring.

Sandra suggested that workshops include more practical tips.

Judy explained that workshops need to be balanced and must include a balance of theory and practice. She mentioned a workshop series for adjuncts that was talking about teaching; it has been successful.

Judy mentioned that workshops with focused topics, or workshop series that include texts, were possible.

Katie brought up the topic of the rising millennials: understanding our students, from a conference she and Myra Walters had attended. Caroline offered to discuss the material with Myra for a possible workshop.

Judy mentioned feedback she has received indicates that optimal times for workshops are between 1 and 2.

Another topic that was suggested was the effects of nutrition on the brain.

Judy discussed the possibility of repeat presentations.

Judy said that the videos from last semester's TLC workshops are now compiled.

The meeting adjourned at 2:00 p.m. The PDC will be in touch, via email, ongoing, until the NISOD award is decided. The next official meeting of the PDC is scheduled for Friday, January 22, 2011, in S-122 on Lee Campus with teleconferencing to other campuses.

Submitted by C. Seefchak, 11/15/2010