

# **DIVISION OF ARCHITECTURE, ENGINEERING, AND TECHNOLOGY**

## **DIVISION MEETING MINUTES**

February 5, 2008

1:15 PM

West Campus 9-220

### **Attendance**

Nasser Hedayat, Shannon Hellard, Andy Ray, Lisa Macon, Allen Watters, Soheyla Nakhai, Richard Matias, George Rausch, Colin Archibald, Joan Alexander, Jim Johnson, Terry Long, Dimas Sanchez, Amy Love, Emil Vazquez, Mohua Kar, Angel Melendez, Radu Bunea, Barbara Schermerhorn, Patrick Nellis, Allison Sloan

### **Call to Order**

Meeting minutes from the January 3, 2008 meeting were posted on the division website prior to this meeting.

### **Professional Development Information Session**

Patrick Nellis and Allison Sloan gave a presentation on 'Professional Development for Tenured and Tenure Track Faculty'. The purpose of the Professional Development Plan is to recognize and reward faculty for their ongoing commitment to their professional development which is one component of practicing the art of life-long learning. There is an online planning tool for faculty to communicate with their Dean regarding their Professional Development plan. The website link is <http://faculty.valenciacc.edu/association/pdtTeam2.asp> Faculty should have their first meeting with the Dean before the end of the Spring 2008 term, the defined plan must be finalized by 12/14/08 and the plan implementation should be complete by 5/14/09. The categories are:

- Discipline Enrichment which includes completion of college-level courses or attendance at conferences directly related to one's discipline. Also included is work toward the publication of articles as well as licensure or certification in one's discipline.
- Pedagogy which includes completion of college-level courses in the area of education. Also, attendance at conferences in areas such as student success, assessment, teaching strategies, problem-based learning.
- The Scholarship of Teaching and Learning (SoTL) which includes research projects on student learning in the classroom.
- Other Professional Development Activities which includes courses, seminars or workshops to improve one's knowledge of educational technology, language or other cultures.

For Level One compensation, at least 3 different professional activities must be completed, a minimum of 5 hours in pedagogy, a maximum of 5 hours in other professional development. A minimum of 25 hours is required for this level.

For Level Two compensation, at least 6 different professional activities must be completed, a minimum of 10 hours in pedagogy, a maximum of 10 hours in other professional development. A minimum of 50 hours is required for this level.

Both Patrick and Allison addressed questions from division faculty and staff members.

### **Dean's Office – Updates and Announcements**

Registration for the Summer 2008 term begins February 18th. Modifications to class schedules may be made prior to this date. See your program chair for changes. Preparation of the Fall schedule is in progress.

On the most recent Missing Grades report there were 18 students listed from our division. Nasser encourages everyone to ensure that there would be no missing grades for future terms.

Attendance at a conference or seminar should be limited to one per faculty per semester. This will keep the impact of classes missed to a minimum.

### **Formal Agenda**

Nasser reminded faculty that all classes should be conducted for the full class meeting time.

Ty Johnson, Dean of Students, is looking for faculty to serve on a Student Disciplinary Committee. The committee will meet once or twice per semester and the purpose is to listen to student issues/concerns. If interested in serving on the committee, let Nasser know and he will inform Ty Johnson.

Division members who are celebrating service anniversaries this year were congratulated.

### **Program Chairs/Lead Faculty Report**

Lisa Macon has been appointed the college wide advisor for Phi Theta Kappa. She has also been selected to serve as a faculty conferee for the STEM Transitions project.

Lisa reported plans are progressing for the opening of a Computer History Museum which will be in the building 7 labs as well as online. The museum will give students an understanding of technology today vs. yesterday. See Colin to donate items.

Interviews will be conducted for the position of Instructional Assistant Sr. recently vacated by Sean Geftic.

Jerry Reed, adjunct professor of Computer Programming and Analysis, had an article published in the February 2008 issue of Servo Magazine. It was based on his COP1006 students' project to develop a program in the C language. The article describes the 'RoboCooler', a microcomputer-controlled model heating and cooling system. The students' program automatically controls the temperature in the cooler by turning heating and cooling on or off based on temperature readings.

Andy Ray is a co-chair of the Sustainability Committee. They are currently determining possible changes around Lake Pamela on West campus. For those interested, potential plan scenarios are posted in 9-204. Andy is also looking into the possibility of hanging Smart boards in 9-204 and 9-207.

Angel reported that most equipment requests have been approved. Angel and Wael will be determining what Cisco equipment is needed in order to refresh by Summer.

Amy Love announced that Beverly Johnson has been hired as the Career Program Advisor for the Building Construction Technology, Civil/Surveying Engineering Technology, and Drafting and Design Technology programs.

### **Adjournment**

Meeting concluded at 2:15 PM. The next meeting will be held on Thursday, April 17 at 1:15 PM.