

Faculty Associates/Instructional Designers Meeting Minutes  
Friday, October 23, 2019, 2:00 – 3:00 pm

*In attendance:* Angela, Carolien, Denise, Emily, Mary, Michele, Mike, Mitch, Phil, Sara, Sharmini, Shinta & Tracey  
*Absent:* Corinne, Caroline

1. Teaching and Learning Committee (TLC) (Shinta/Mike)

- a. Will be launched in Spring 2020 with faculty pathways:
  - i. First year – NFO will be increased to 4 days from Fall 2020. Pending proposal for weekly new faculty release time for professional development
  - ii. Years 1-3 – Enhanced Academy offerings with relevant topics.
  - iii. Years 4 and over – Faculty will be encouraged to deep dive into their discipline
- b. College representatives have been identified and team presenting to SALT on Oct 28<sup>th</sup>.
- c. Faculty Associates will become a part of TLC along with an Instructional Designer
- d. TLC meeting dates will be set in advance so faculty interested in FA positions can check to see if there is a teaching conflict before applying
- e. Term limit of 2 years

2. Professional Day - January 23, 2020.

- a. Suggestions include setting a theme for each campus and reaching out to presenters that have not been tapped before
- b. Send all the workshops to Sharmini before we leave for break.

3. Workgroup Updates

- a. Please check online for campus workgroup meeting minutes:  
<https://www.montgomerycollege.edu/offices/elite/faculty-associates.html>

4. College-wide Activities

- a. Angela
  - i. Humanities Days are in session right now
  - ii. STEAM will be on March 24, 2020 in BE from 2-4
  - iii. Proposal is in for a Learning Pathway for Learning Center tutors
- b. Carolien
  - i. Women's Leadership Conference will be in Spring 2020 in TPSS. Need people to serve on the planning committee.
  - ii. The two Academy versions will be unified into one. Next semester there will be 5 series, 3 F2F and 2 online.
- c. Phil
  - i. Love of Teaching will be on Saturday, April 25, 2020. Will focus on well-being.

5. Other business

- a. Mitch will be at the PT office to answer any questions about ELITE workshops
- b. Can we add a "go to meeting" link for F2F workshops to make available to more faculty?
- c. Next semester the FAID meetings will be increased to 1.5 hours.

**Next Meeting: Wednesday, November 13, 2019 @ 2:00 pm in MK 348**

October 24, 2019