**BCC Committee on Instruction and Professional Development**

**Minutes of May 2, 2023**

**3:00 pm, Loew Hall 200**

**Chair: Vivian L. Rodriguez ✢ Vice-Chair: John Ziegler ✢ Secretary: Jacqueline Jimenez Polanco ✢ Vice-Secretary: Elise Langan**

**Present: Charmaine Aleong, Carl Andrews, Rebeca Araya, Raffaella Diotti, Julio Garay, Howard Irby, Elise Langan, Shelley Liu, Joёl Magloire, Raquel Otheguy, Jason Ofosu-Mensah, Vivian Rodriguez, John Ziegler, Suzi Zybert, Chris Efthimiou (guest)**

**Total Membership: 20 (quorum= 11)**

**Agenda**

1. Call to order (2 minutes)

2. Approval of the Minutes (5 minutes)

3. Student Evaluation Faculty and Staff Survey and the Adjunct Survey. (C. Efthimiou)

4. Faculty Day 2023 (stats and outcome)

5. CTLT meeting

6. Department Announcements

7. New Business

Meeting dates in Fall 2023 are: Tuesday 9/12, 10/3, 11/7, 12/5, 2/13, 3/5, 4/9, 5/7.

**Actions**

1. Meeting was called to order at 3:09 pm.
2. The minutes of the March 2023 meeting were tabled because the meeting did not reach quorum.
3. C. Efthimiou reported that the student evaluation survey is open, and there will be two more reminders. The overall response rate so far is 5%, although Nursing has a rate of 20%. V. Rodriguez said that she gave her classes 10 minutes in the beginning of class to do them. Chairs were sent an email with departmental response rates today. Faculty will also be sent another reminder. Faculty can see how many students in each section have responded by visiting the SEI website, the link for which is below the login link. The survey will close on May 17th. C. Efthimiou confirmed that students log in with their Bronco ID and email, which must be lowercase. C. Efthimiou reported that there have been 155 responses so far to the Faculty and Staff survey, which will close on May 22nd. The adjunct survey has 38 responses so far out of the 299 invited, and it will also close in about 3 weeks. C. Efthimiou confirmed that BCC will find out about the results of the COACHE survey over the summer and results will be presented to the campus in the fall. C. Efthimiou also confirmed that in-person classes have a slightly higher response rate to the SEI.
4. M. Lennerton relayed via email that he is gathering the Faculty Day videos and will post them soon. V. Rodriguez said that the largest Faculty Day audience was for the keynote speaker (16 online plus 36 in person). She asked the committee to think about getting people back to campus more and strengthening the sense of community, even beyond Faculty Day and academic events. S. Zybert mentioned the problems with the cafeteria. V. Rodriguez encouraged people to better support their colleagues by attending at least part of events such as Faculty Day. Discussed incorporating plays of some kind in the future and coordinating earlier with the stakeholders involved. R. Otheguy raised the possibility of having Faculty Day earlier in the semester. There was more discussion of the problems with the cafeteria. C. Aleong said she is following up with the manager about healthier choices, posting prices, and more. She asked committee members for suggestions for food they would want to see. R. Araya raised the idea of getting students involved with showcases or workshops. V. Rodriguez proposed coordinating with Student Life for Faculty Day. J. Magloire said that we may not want to hold Faculty Day on a Friday. Several members expressed the desire for more support from the administration. R. Otheguy said that it was essential to have Faculty Day in person and to focus on scholarship beyond pedagogy and that we should keep this Faculty Day in perspective as a building-back year. R. Araya said that departments should encourage or incentivize their faculty to present. R. Diotti pointed out the benefits of better coordination among various events to reduce conflict. Some members raised the idea of food and/or ice cream trucks as a fun way to unite people. J. Ofosu-Mensah said that, based on Spirit Week, students would be interested in engaging with Faculty Day. .
5. M. Lennerton sent a CTLT report via email. He reported that CTLT is in preparation for summer Faculty Development seminars. A call for participation will be going out soon. In addition, CTLT would like to invite CIPD to hold its meetings next fall in CTLT's faculty Lab in PH B-02.
6. R. Araya announced that the Biology Department will host a symposium about pedagogy on May 24th; she will send details. J. Magloire reminded everyone about the Theatre Workshop production, *Call Me Big Fish*, at 12pm and 7pm on Thursday, May 4th in the playhouse. C. Aleong announced that the Food and Gardening Club has started growing plants, which you can check out between the Childhood Center and Colston.
7. V. Rodriguez asked that committee members send the results of any departmental elections for CIPD as soon as possible, with elected members’ emails.

Meeting adjourned at 4:15 pm.

Respectfully submitted,

John Ziegler