

NEW FACULTY COMMITTEE

Meeting Minutes

Date: Monday, November 15, 2021

Time: 11:00 AM

Location: [Virtual Meeting Room](#)

Members in Attendance: Erin Cue, Andria Denmon, Forouzan Faridian, Christyanne Melendez, Duc Pham

1. Call to Order & Approval of Agenda

- a. Meeting called to order at 11:05 PM-PST
- b. Approval of the agenda
 - i. Motion: Forouzan Faridan
 - ii. Second: Duc Pham

2. Approval of November 11, 2021 Minutes

- a. Motion: Christyanne Melendez
- b. Second: Forouzan Faridan

3. Announcements/Introductions

- a. Andria Denmon shared about the **Adopting the Active Learning Framework in Action | Learning Teams** workshop hosted by the California Community Colleges on 11/9/21. The focus for the workshop was on how to implement Guided Pathways Pillar 4: Ensuring Learning and the Active Learning Framework through learning teams. The proof of concept for learning teams was shared by NORCO College. Each of the 5 learning teams relating to the guided pathways framework consisted of faculty and students who were compensated through release time (faculty) or federal work-study funds (students). Faculty advising was one of the learning teams mentioned during the workshop.

4. Discussion

- a. Community Building Event – Update
 - i. Erin shared an email from Jamar London and Lizzy Moore asking if the NFC would host and sponsor a tour of the Bodega and the Center for Wellness and Wellbeing as part of the New Faculty Thanks(giving) picnic activity especially since the Center for wellness and Wellbeing was not open during the student resources tour in October. Since the Bodega is only open on Wednesday from 12-2, the hours will not overlap with the planed picnic.
 - ii. Forouzan suggested a video tour of the Bodega and wellbeing center for those that are unable to attend

- iii. The committee felt that it would be best to include the foundation along with the Bodega and wellbeing center as part of the service tour in the spring.
- b. Mentoring
- i. Forouzan reported that the mentorship-focused module had not been unlocked on the NFC Canvas page, but that it was opened it today (11/15/21). The announcement went out successfully and a new faculty mentee responded asking to participate in the program. (Details of the new participant have be excluded for public posting of the minutes)
 - ii. Forouzan will modify the form email to contact potential mentors for the new participant.

5. Action Items

- a. Community Building – December
- i. Announcement/Flyer
 - Duc shared the mockup of the flier and received overwhelming support and kudos for the design. The committee did suggest making the NFC presence more noticeable on the flyer by increasing the font size.
 - ii. Picnic Location & Logistics
 - Erin and Duc reached out to Jamar London and Chief Adams regarding the possibility of hosting the picnic on campus, but due to SMC internal COVID and social distance protocols, it was suggested that the picnic be moved after December. Therefore, Erin and Duc felt that it would be best to move the picnic off campus to Virginia Avenue Park at 1 PM on December 3rd.
 - Duc informed the committee that he has a potential conflict, so Christyann suggested moving the date to accommodate the scheduling conflict. The committee voted (5 yes votes) to change the date to Dec. 10th at 11:30 AM-PST. Forouzan suggested a gift exchange, but further discussion is needed on the idea.
 - iii. Funding Request for Picnic Lunches
 - Academic Senate agreed to fund the lunches in the range of \$10-\$15 per person. Lunch boxes will come from Whole Foods. Jamar London requested that we keep all receipts.
 - RSVP for boxed lunches is set for Dec. 8th by 5:00 PM-PST.
 - Look into Venice Whole Foods on Lincoln & Rose for sourcing the boxed lunches. Water will be provided, but discussion of a non-alcoholic drink exchange was suggested.
 - A reminder to bring a blanket or folding chair will be included in the announcement.
 - iv. Discussion Board / Post photos of event

b. Flex Day Workshop (Professional Development) – February **(Tabled Until Next Meeting)**

i. Workshop Options and Feedback

c. Module Selection/Assignments **(Tabled Until Next Meeting)**

i. Set brainstorming meetings.

- Discuss meeting on Nov. 29th to discuss upcoming community building event
 - a. Committee scheduled next meeting for November 29th at 11:00am to continue finalizing plans for December community building event and flex day professional development workshop.
- Service Fair – March
- Scavenger Hunt (Academic Support Services) – March

6. Comments

7. Adjournment