

Faculty Advisory Committee Meeting
September 23, 2022
9:00 am TTC 4370/80
Approved Minutes

1. **Call to Order: 9:09**
2. **In attendance:** David Kobb, Meredith Holland, Halea K., Dave Swan, Gail Fredericks, Molly Pfaff, Cynthia Schauer, Harland Fish, Bill deDie, Steve Ott, Valerie Owens, Jenny Ott, Mary Morehouse, Trice Batson, Nicole Bennett, Jim Ratliff, Joe Brady, Kim Grubka
3. **Approve minutes from 4/15** - Approved
4. **Business:**
 - a. Update on membership: Sam Reidenbach has shifted to another committee.
 - b. **We need faculty volunteers for the College Summit committee**
 - i. **Please volunteer (or suggest someone not on the committee) to Gail.**
 - ii. Next meeting is next Wednesday over Zoom.
 - c. Update on FSC strategic planning
 - i. Strategic planning will kick off sometime in October.
 - ii. **FSC Advisory members are welcome - let Gail know if you want to participate.**
 - iii. FSC will present new vision and goals at a future meeting for input.
 - d. Update on FSC website and resources
 - i. Card Sort
 1. FSC is conducting 1-hour card sort activities. Faculty who participate help us organize the website in ways that make the most sense to them (not just to FSC staff).
 2. We need 10 more faculty to sign up. If you want to participate visit <https://calendly.com/molly-e-pfaff>
 - ii. Faculty Toolkit
 1. The FSC will put certain information in a Faculty Toolkit within Canvas (either instead of, or in addition to, the new website). **If there's information you want access to within Canvas, let the FSC know.**
5. **Summit**
 - a. Fall 2022 - feedback
 - i. Feedback was reviewed.
 - ii. Summit feedback survey wasn't set to anonymous by accident.
 1. Discussed pros/cons of whether feedback should be anonymous in future. Anonymous comments are more honest, but can be nasty and unconstructive.

2. For the next summit survey, will make leaving your name optional and ask for constructive feedback only
 - b. Winter 2023 – January 5
 - i. Only a small percentage of survey respondents offered to facilitate sessions
 - ii. Suggestions:
 1. Bring back book discussion on civility
 2. My Favorite Lesson:
 - a. **Need someone to be the faculty recruiter for My Favorite Lesson** (FSC already recruits every other session, since we don't get much from the calls for proposals)
 - b. Roundtables are popular and may help get more volunteers, as well offering a structured topic/issue to discuss
 3. Canvas is a popular request: **send Canvas Summit workshop ideas to the FSC.**
 4. Do Halea's Google Drive Session again
 - iii. Ideally our new registration system will be up and running for Winter Summit, so registration won't take place by Google Form.
 1. Purchased by HR, FSC is working with them to get it set up. It's a robust system intended for professional development.
 2. All past faculty development records were lost in the May incident.
 - c. Summer - April 2023 – April 28
 - i. Not a college-wide summit, but there will be a flipped service fair in the morning with just the Student Services areas and faculty.
 - ii. Feedback on May Summit
 1. Mixed - some like it, some hate it.
 2. Cons: harder for us to coordinate, awkward splitting up the two-day summit, lack of communication from above about when it's held
 3. **Future Summit dates can be found in the Employee Portal Academic Calendar and summit.kvcc.edu**
6. Other:
- a. Fall workshop updates
 - i. Next week is "Canvas Week": a whole week of Canvas workshops
 - ii. Planning a Halloween event with open discussion: Would open discussion draw you to come to the event, or do faculty want something more specific?
 - iii. **Michigan Canvas Users Conference in person at Lawrence Tech on Friday, Oct 28.**
 - b. Simple Syllabus pilot

- i. Simple Syllabus is an interface for instructors to enter their syllabus information in Canvas, and for students to see it.
- ii. We will pilot in Winter 2023.
- iii. **Need volunteers to pilot Simple Syllabus in Winter. Contact Gail.**

7. Next Meetings: All in person in 4370/80 at 9am - Oct 21, Nov 18, Dec 16 (if needed)

8. Adjournment: 10:27