

# NEW FACULTY COMMITTEE

## Meeting Agenda

**Date:** Monday, February 13, 2023

**Time:** 11:00 AM

**Location:** Virtual Meeting Room

### Agenda Details:

1. Call to Order & Approval of Agenda
  - a. First: Forouzan Faridian
  - b. Second: Vicki Rothman
  - c. Attendance: Erin Cue, Andria Denmon, Emily Elam, Forouzan Faridian, Christyanne Melendez, Duc Pham, Vicki Rothman, Samantha Manuel, and Kas Metzler.
2. Approval of Minutes (unofficial meeting in December)
3. Announcements/Introductions
  - a. EEO Southern California Promising Practices Showcase - Thursday, March 17th
    - March 17th is a Friday. The meeting will be held in person in Orange County, CA.
    - HR has asked NFC to share best practices for onboarding new faculty.
    - Erin Cue submitted a proposal on behalf of the NFC over winter break.
    - NFC was invited to participate in the Showcase.
4. Update Items
  - a. Benefits Workshop
    - 32 people attended the workshop. Some individuals were not able to attend due to departmental conflicts. Unfortunately, the workshop could not be recorded.
    - The workshop was well received by full- and part-time faculty.
  - b. Tenure Workshop - Flex Day - Thursday, March 16th at 2:10 PM
    - This meeting will be made available online and will be led by Dr. Tre'Shawn Hall-Baker.
    - Committee suggested that this session not be recorded.
  - c. Foundation of Personal and Professional Well-being For Educators - Thursday, March 16th at 3:35 PM
    - This workshop has been approved and will be led by Dr. Preston-Jackson.

- Discuss inviting all faculty.
- d. Dr. Love's Workshop - March 17th @11:00am (Zoom)
  - Emily Elam provided a report about the status of the workshop. SMC is still working on the contract to get it signed. Cyrus has been working diligently to secure the contract.
  - Books have arrived. 35 books are reserved for new faculty. The books are divided amongst multiple equity groups on campus.
  - Leah and Jessica will be moderating the workshop.

## 5. Action Items

- a. Foundation of Personal and Professional Well-being For Educators
  - Committee voted to open up the session if the presenter agrees.
  - This meeting will not be recorded.
- b. EEO Southern California Promising Practices Showcase - Thursday, March 17th
  - NFC discussed the showcase and agreed to participate.
  - Erin Cue asked for volunteers (Duc and Forouzan volunteered to assist with presentation and showcase).
- c. GPS Cheat Sheet
  - GPS cheat sheet was reviewed and the following information will be requested:
    - Why should New Faculty use GPS?
    - Examples to share in syllabus.

## 6. Discussion Items (if time)

- a. NCORE
  - Budget includes 15 full-time faculty participating in NFI to attend NCORE
  - Duc volunteered to help with the NCORE module and preparation.
  - Meeting with Maria and Eartha to discuss details regarding the budget.
- b. Recruitment Committee Members
  - Plan to revise recruitment flyer and distribute it to 2nd year NFI participants and individual departments. See additional comments below.
- c. Promising Practices Presentation
  - Committee will create a poster presentation to present at the Promising
  - NFC discussed the showcase and agreed to participate.
  - Erin Cue asked for volunteers (Duc and Forouzan volunteered to assist with presentation and showcase).
- d. If Time - Upcoming Events: Mentor Meetup/Classroom Observation (March) & Service Fair (April)

- Discussion postponed to the next meeting.

7. Comments

a. New faculty committee needs

- We need to recruit additional mentors. Kas suggested sending the flyer to members in our department. Erin will send the flyer out to the academic senate and to the second years in the NFI.
- Reusing Christyanne's Fun Facts for the month of February.

8. Adjournment

a. 12:18 PM

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