

NEW FACULTY COMMITTEE

Minutes

Date: Monday, November 1, 2021

Time: 11:00 AM

Location: [Virtual Meeting Room](#)

Members in Attendance: Forouzan Faridian, Andria Denmon, Emily Lam, Duc Pham, Erin Cue, Samantha Manuel, Christyanne Melendez

Interested Party: Luke Johnson

1. Call to Order & Approval of Agenda

- a. Meeting called to order at 11:05 AM-PST
- b. Approval of the agenda
 - i. Motion: Emily Lam
 - ii. Second: Samantha Manuel

2. Approval of October 18, 2021 Minutes

- a. Motion: Emily Lam
- b. Second: Forouzan Faridaian

3. Announcements/Introductions

- a. Academic Senate Meeting Topics
 - i. Erin shared that the subject of gender-neutral bathrooms was discussed during the Academic Senate meeting.
- b. Ad hoc Modalities Committee
 - i. Christyanne shared that there is a new committee forming called the **Ad hoc Modalities Committee**. The goal of this committee is to discuss what is and is not working in regards to the distance Ed modalities and to come up with a consensus about how to define the different modalities. Christyanne is currently serving in the capacity of an interested party but is helping to distribute a survey to gain faculty insight on the variety of distance Ed modalities. Information gained will be presented to the Ad hoc committee. A downside to the committee is that there is limited to no representation of STEM faculty on the committee.
 - ii. Erin shared that Peter Morse, the Faculty Association President, is a member on the committee and his presence is to represent the interest of all faculty in light of the limited diversity of academic disciplines serving on the committee.

- iii. Luke shared how the committee was formed and reiterated the goals and purpose of the committee shared by Christyanne.

4. Discussion

- a. Student Services Center Tour Update
 - i. Two New Faculty Experience participants went on the tour.
 - ii. Christyanne shared that the experience was enlightening since the tour was a great reminder of the physical presence of these services. The tour also clarified the scholars program goals and purpose.
 - iii. Forouzan created 6 videos and posted them to YouTube. Each video is under 15 min and focuses on the follow services: Welcome center, Career services & DSPS, EOPS and Scholars program, General counseling, Black Collegians and Adelante.
 - iv. Congratulations and kudos were given to Vicki for her effort and outstanding dedication for making this tour happen and to Forouzan for making the videos. Overall, the tour was well received. Complementary shirts were provided.
 - v. The committee discussed the importance of incentives (e.g., release time) to help encourage more faculty to participate next year.
- b. Mentoring – Update
 - i. There are currently six (6) mentors and two (2) New Faculty Experience (NFE) participants signed up.
 - ii. Mentees represent tenure- and non-tenure track faculty (names excluded for public posting of the minutes).
 - iii. Mentees were matched to faculty members based on interest and professional need. All mentors are outside of the mentee's academic discipline.

5. Action Items

- a. Mentoring – November
 - i. Announcement
 - 1. The committee approved to move the “goal” statement and the five (5) questions under the “Post” instructions to the body of the announcement. Forouzan will create a Google Form to organize the participants interested in mentoring. The form questions will include the 5 questions that are also being included in the body of the announcement. The deadline for NFE participants to sign up is Nov. 8th.
 - ii. Discussion Board / Meeting mentor
 - 1. Forouzan will remove the “10 pt” value for the assignment.

2. The committee approved to put the three general questions that were agreed upon at the last meeting under the "Post" instructions.
 3. The committee congratulated Forouzan for her hard work and dedication.
- b. Community Building – December
- i. Event Options and Feedback
 1. The committee agreed to host the community building activity on Friday Dec. 3rd as a lunch.
 2. Three options are pending:
 - a. **Plan A- New Faculty (Thanks)Giving Picnic** on campus. Two possibilities: (1) Seek funding from Academic Senate through a funding request that will go to Jamar London and Nate Donahue. Currently budgeting \$10-15 per person. (2) Seek funding at the next Department Chairs meeting. Request that the Chair sponsor the lunch of the new faculty member(s) in their department to say welcome and thank you. (3) Potluck, which requires no funding, but COVID protocols may put restrictions on this.
 - b. **Plan B-** Local wine bar in Santa Monica. Multiple locations with outdoor options. Out of pocket costs for participants?
 - c. **Plan C-** Virtual Zoom meet up. Currently, COVID-19 cases are going up in LA county.
 3. If **Plan A** is approved, then Jason Beardsley will need to be consulted to get approval for an on-campus gathering. Suggestions were given for games and activities.
 - a. Giant Connect 4 – Erin, Cornhole – Samantha, Therapy Playdough with Essential Oils – Emily
 - b. Hosted Campus Tour for those who can stay.
- c. Module Selection/Assignments
- i. Flex Day Workshop (Professional Development) – February (**Tabled Until Next Meeting**)
 - ii. Service Fair – March
 1. The fair is meant to introduce new faculty to different committees, professional development groups, and cultural support groups that they can participate and serve on. Invitations need to be sent to the following service groups
 - a. All Academic Senate Committees - Erin
 - b. SMC Faculty Association - Andria
 - c. STEM-NSF Equity – Not Assigned

d. Equitizing Gateway Courses - Forouzan

iii. Scavenger Hunt (Academic Support Services) – March

1. All committee members need to Create two scavenger hunt questions based on the resources that they found helpful in their first two years at SMC. Questions should be given to Christyanne by end of February and one question will be posted each day during the month of March.

6. Comments

7. Adjournment **12:07 PM**