

# FDAC Meeting Minutes 11 April 2025

In attendance:

Dr. Allison Venuto  
Megan Yareoiutepiy  
Dr. Tiffany Vincent  
Dr. Patrick Lewis  
Dr. Lisa Kirby  
Bonnie Ford  
Dr. Cathy Donald-Whitney  
Cathleen Akers

## Fall 2025 Faculty Development Conference (FDC)

Allison had no announcement related to plans for Fall, but she noted that she will continue to update the DRAFT Faculty Development Conference Agenda – Fall 2025 on the shared drive. No one expressed any concerns, questions, or comments in relation to the agenda.

## Spring 2026 FDC

Allison anticipates that FDAC will likely have even more proposals for the Spring 2026 FDC than for Spring 2025. She asked us to consider how we should handle this possible volume. She reminded us that although we offered a virtual platform for the ~30 proposals that did not make the in-person agenda, only 3-5 accepted that invitation.

## Discussion and Brainstorming of Separate Virtual FDC Sessions (Complementary to In-Person)

Cathleen agreed with Allison's prediction, mentioning the Faculty Rank system as a contributing incentive for faculty to present at FDC. She suggested we consider creating an expressly virtual carve-out or platform for FDC proposals.

Lisa agreed with Cathleen's idea, noting she has attended or been part of recent conferences that offered this. Allison asked about the proposal submission format, and Lisa indicated that all in-person and virtual proposals had the same application; it was treated like a separate track by simply clicking a virtual-only presentation option in the submission form.

Allison asked if there was a limit to the number of proposals accepted and if these were synchronous sessions. Lisa said what she has experienced involved synchronous sessions over the course of a day or day and a half, each session having a facilitator.

Tiffany asked about attendance for past virtual-only FDCs. Collective memory held that we did have a completely virtual FDC during the pandemic.<sup>1</sup> But no one was aware of the attendance figures.

If we were to offer a virtual synchronous program, Allison asked if we should hold it on the same day as the in-person program. Lisa thinks different days would be best. Patrick agreed, noting the traditional timing of department meetings after the Fall FDC ends.

Allison raised the idea of combining the re-introduced Adjunct Faculty Development Conference with a virtual program in a whole day, but split, with in-person in the morning and virtual in the afternoon.

Tiffany liked this idea. She observed that this has the benefit of offering additional opportunities for faculty to present, and that we could record sessions to view later. FDAC members could serve as such facilitators if we created such a virtual program. Tiffany raised the idea of asking the eLC to be available for technology troubleshooting with sessions.

Patrick asked if we should plan for shorter virtual sessions since many faculty do not have the upgraded version of Zoom to last more than 40-45 minutes. Allison acknowledged his point and suggested a target of 30 minutes.

In the chat, Megan had suggested, for in-person, a lightning round format with 3-4 shorter presentations around the same theme. This reminded Cathleen about the TCCTA Conference GIFTS 20-minute presentations in rotation with several different tracks occurring simultaneously. Tiffany noted that she has been seeing more of the lightning rounds online, having 15–20-minute presentations with 3-5 minutes of Q&A. In the chat, Bonnie noted a similar format of an online session for the THECB Digital Summit that consists of two or three individuals making short presentations on separate, distinct topics in a chat room.

Patrick expressed the need for tracking attendance for virtual sessions, suggesting we create a guide or something for virtual sessions. Tiffany suggested using QR codes to track attendance and noted that they could also be used to obtain feedback on the session. Allison liked this idea since we have only been asking for feedback on FDC overall and not on individual sessions.

Lisa spoke of a session type at the Two-Year College English Association (TYCA) Conference that centered on a facilitator guiding a discussion with attendees about a single, pre-selected, open-access, pedagogy article that attendees received and read in advance. Allison liked the idea of different people coming together to discuss a common text.

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<sup>1</sup> The Spring 2021 FDC was virtual.

Allison put in a plug for promoting the CASP Conference with colleagues, noting that the proposal deadline is mid-July. She reminded us that the conference is all virtual and that Collin folks have free attendance.

Allison segued to the topic of professional development apart from our spring and fall conferences. She noted that Training and Development has gotten good feedback on the reading groups. She also reminded us that the Faculty Observation Connections deadline was that afternoon (11 April). Then Allison opened the floor to any ideas for other professional development programming.

Lisa mentioned that she has been recently attending and enjoying a lunch and learn webinar series hosted by McGraw Hill once a week. The presentations, sometimes by McGraw Hill staff but many by professors, are held on Mondays and last no more than 25 minutes with a brief Q&A at the end. Allison expressed interest, and some discussion ensued about what day of the week would work best if we were to try something like this. Tiffany suggested Tuesday or Wednesday since she thinks of Monday as a catch-up day for emails that came in over the weekend. Lisa said she did not have a sense of colleagues' schedules to recommend beyond herself; her typical weekly schedule happens to have this lunch time spot open on Monday/Wednesday for her attendance at McGraw Hill's Monday series.

We briefly discussed how we would identify presenters. We considered soliciting proposals from Collin colleagues based on criteria similar to the FDC session proposals. Cathleen liked this approach as a way of expanding faculty opportunities to present beyond FDC.

Tiffany shared that at iCollin, they have had a show and tell by colleagues every semester that is more impromptu than a regularly scheduled program. For example, Sara Lee recently asked a couple of colleagues to share what they had presented at a conference about projects they are doing. Allison noted that something like this could even be an opportunity for colleagues to share what they learned from attending a conference.

Allison shifted to the last item on the agenda, which was our terms of service as members of FDAC. We discussed this last year, and the most current membership terms are listed at the back of the Faculty Development Advisory Committee Procedures in the shared folder. When Allison sends out the minutes, she will ask us to let her know if we want to remain on the committee. In that email with the minutes, she will include the link to the bylaws and list of members.

Allison asked if anyone had anything else before closing. Patrick asked about a theme for Spring 2026 and noted that now would be a good time to think about it. Allison thought we were keeping the same theme from fall to spring, like we did last year. This fall's theme was The Next Generation Classroom. There was general agreement to keep it. Patrick raised the idea of

having a keynote for the Spring 2026 FDC since we are not having one for the Fall 2025 FDC; he encouraged everyone to think about this possibility now since lining up a speaker can take a long time.

Allison gave us one last reminder about the three upcoming sessions for Faculty Rank: Portfolio Builder (April 14: 9:00-9:50 am, April 17: 2:30-3:20 pm, and April 22: 12:00-12:50 pm)

The meeting ended at about 3 pm.