

MULTIYEAR CONTRACT (MYC)

COE PROCESSES

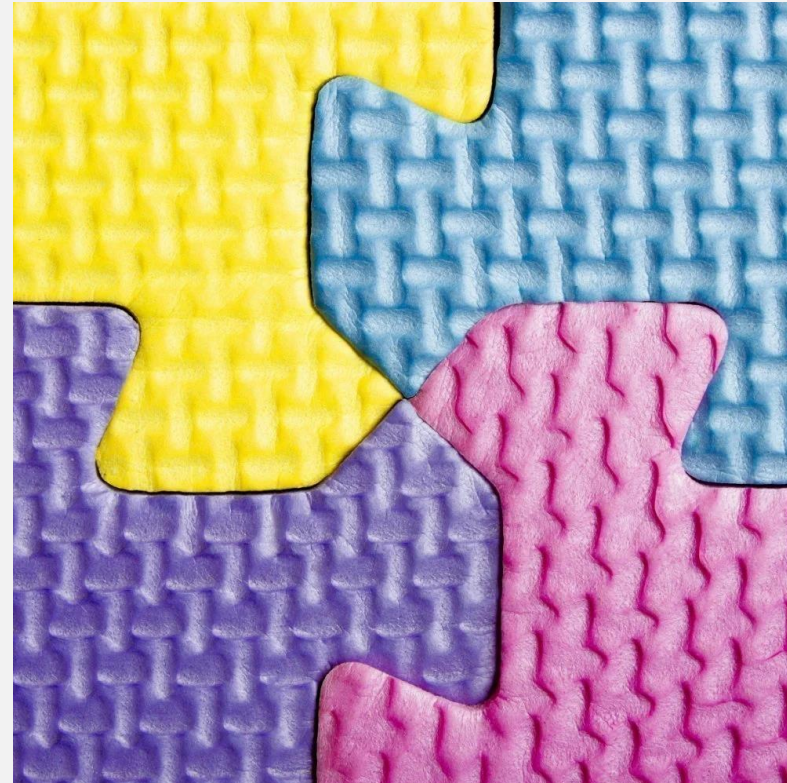
MYC PACKET: MOST PAPERWORK IS ALREADY DONE

- Self Appraisals (2)
- Student Survey of Instruction (4)
- Classroom/Course Visits (1-2)
- Teaching Schedules (AY)
- Signed MYC Candidate Form
 - You
 - Supervisor [AD/Director]
- Signature Page



YOUR ROLE FOR MYC

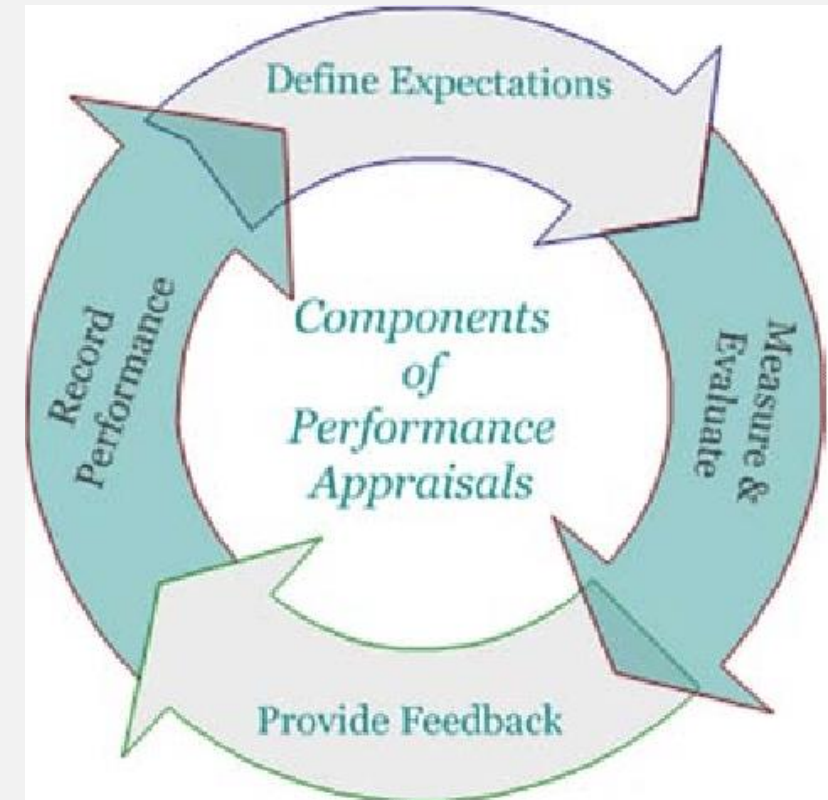
- Paperwork to Do
 - **Summer / Fall Addendum for 2023**
 - Extension of Self Appraisal
 - Choice of Format
 - No page limit
 - **Board Report → Using App**
- Due Date for Both Documents
 - Last Friday in August
- Turn Both into supervisor (AD/Director)
 - Electronic
 - May need to revise Board Report (Sept)



RECOMMENDATIONS

- Self Appraisal
 - Be Thorough
 - Write up All Sections
 - SMARTER Goals →
 - Have a written plan if improvement is needed
- Summer / Fall Addendum
 - Extension of appraisal = Be thorough
 - Write Information in All Sections
- Board Report
 - Min: Top 10 (Top 5 P.D. and Top 5 College Service / SS)
 - Can add more information if room allows [1 page max]

S Specific
M Measurable
A Action-orientated
R Realistic
T Timed
E Evaluated
R Reviewed



PROFESSIONAL DEVELOPMENT

- Variety
- Diverse (besides required CEUs)
 - Teaching Practices
 - Current and Competent in Discipline teaching area
- On-going program of self-development
- Implements improvement opportunities
- Modality: F2F or virtual
- COE travel monies
 - no certifications – different account fund
 - no international travel – different application process



STUDENT SUPPORT

- Recommendation = Do Each Semester [need 3-4 variety of activities for MYC]
- Single or One Time Events
 - on Board Report = formatted as one bullet point list
 - Attended or Volunteered
- In person or virtual
- Student Organizations (could be College Service if an Advisor)
- Examples:

Registration Labs, Career Roundtables, Letters of Recommendation, Directing for Competent Help, Welcome Squad, PTA induction, Sporting, Art, Music Events, Helping on the day of a College Campus event (not on the committee), etc. List on COE website

COLLEGE SERVICE

- Definition
- Types → → → (see example list) → →
- Updating COE Website list
 - Name of Service
 - Type (District, Department, Discipline)
 - Contact Person
 - Information about Service Requirements
- Board Report App Section
 - Elected committees
 - Appointed Committees
 - Dept/Division Specific Committees
 - Other Committees (e.g. FC subcommittees)
 - Other College Service
 - RSO advisor
 - APC
 - Faculty Mentors

COLLEGE SERVICE SUMMARY

- Engage with the college
- Each semester
- **Non**-compensated
- Outside of normal and expected teaching duties
- Terms
 - Long term = Ongoing
 - Elected and Appointed
 - FC subcommittees
 - Short term = Semester
 - Searches, Textbook, Assessments, Scholarship Review, Campus Event Committees, Constitution Day, etc.
- College Wide = District
- Campus Division
- Department/Discipline
- **By the numbers!** For MYC (and BR)
 - One (1) College District Wide
 - 3-4 other service areas
 - Additionally, Student Support (3-4 items) will also be part of Board Report as a single bullet item listed in the App

BOARD REPORT APP

- Help Sessions for 2023
 - Mid May
 - Mid June
- BR Instructions on COE Website
- Updates to be done in May / June
 - College Service List
 - Dates
 - Collin Faculty PD
- General About You Information Section
 - Name
 - # years teaching FT @ college
 - Highest Degree
- Professional Development Section
- College Service & Student Support Section
- Leadership and Awards Section
 - Optional
 - Paid compensation (stipend, course release)
 - Examples: Discipline Lead, Council Chair / President

WHERE IS ALL THE PAPERWORK FOUND?

COE Website !!

- Cougarweb
- Faculty Tab
- Councils and Committee
- Council on Excellence (home page)
- Contracts Page

QUESTIONS?

