

Faculty Development Advisory Committee

January 31, 2025, at 3:00 p.m. via Zoom

Meeting Minutes

Attendance: Cathleen Akers, Bryan Beck, Dr. Rebecca Burton, Dr. Thomas Ehrhart, Dawn Headrick, Linda Kapocsi, Dr. Lisa Kirby, Dr. Patrick Lewis, Kenya Rutherford, Dr. Allison Venuto, Dr. Tiffany Vincent, and Megan Yarioiutepiy

- Welcome from Dr. Allison Venuto
- Spring Faculty Conference review/feedback
 - 50/50 on day of Spring Faculty Conference moving to the week before the semester starts
 - Tiffany, Rebecca, and Lisa shared feedback including responses to Mintemeter with requests for AI, ranking of topics, the future of “smart”, and top ten tech tools ideas
 - Allison spoke about a one-pager about a given technology with how to get to it, how to use it—with everything in one place; Allison will send a self-enrollment Canvas course link when the eLC has it ready
 - ~70 submissions; offered ~20 the chance to record and ~5 created a recording
 - The eLC videos will be loaded in the future, and Allison will email all faculty to watch the videos and can track the number of viewings.
 - Sessions with eLC recordings had fewer in attendance; attendees seemed to go to the sessions that were not being recorded.
 - Thomas suggested only having face-to-face sessions at the conference and recording other sessions on other days to offer online. He suggested having people book themselves with the eLC to make an appointment to record a video. Allison suggested faculty could also record on Zoom and submit the recording.
 - Cathleen suggested having the workshops not be recorded as they are more suited to face to face and not recordings.
- Fall 2025 Faculty Conference

- Faculty rank session—Tiffany suggested a breakout session that is the only offering at that time; Allison suggested having the session repeat; Cathleen asked if all attendees could attend in one room; Allison said about 500-600 could attend at once with the overflow rooms included; Tiffany suggested we have two offerings such as the morning keynote time and one other session in the large venue later in the day; Linda suggested not making the conference day longer as faculty have to then go to discipline meetings and Allison mentioned discipline meetings and being sure we can get out of the conference on time to accommodate the discipline meetings
- Potential schedule: 8am opens/breakfast; 9am keynote, 10:45 breakouts offered that run again at 1pm; 12pm lunch; 1pm second breakout option on faculty ranking; dismiss by 2pm and faculty can leave to go to discipline meetings at 2:15pm
- AI speaker ideas: Rebecca said that panels are difficult in this type session; Cathleen asked about internal professors who might speak; Allison asked Thomas about CO-AID committee members; Thomas spoke about the new Canvas AI course as well as an Auburn course and its contents
- Allison shared this link for the AI course and said to look at the top left-hand side of the page (elc developed):
<https://cougarweb.collin.edu/pages/artificial-intelligence>
- Thomas said CO-AID developed a Canvas course similar to the Auburn course –see above link
- Patrick mentioned an email that came out about the course; Allison talked about the course
- Thomas mentioned a cybersecurity professor who could break down the types of AI and what they can do plus where they're headed; Allison suggested a first general AI talk and then three speakers following, for 15-20 minutes each on the following: talking about I don't use it at all and how I keep students from using it, I use it some and here's how, or I use it extensively in a smart structured way. Thomas mentioned Mindy and how she uses AI with student analysis and a grant about interfacing with AI.
- Tiffany suggested high, medium, and low frequency AI use, with provided definitions and examples. (High, medium and low frequency AI usage speakers...with provided definitions and examples from 3 internal profs right? Could we also have a general quick discussion about institutional policies for

AI (for Collin) and maybe where high ed is going generally for federal and state regulations? These will also mention faculty academic freedom as well).

- Tiffany mentioned, as related to AI, about compliance and previewing the various THECB stances/wordings.
- Thomas spoke about Collin syllabi wordings and policies as an institution.
- Kenya mentioned that the wording choices in the syllabi perhaps could be explained at the fall conference.
- Next FDAC meeting: Allison asked about the need to meet in February. Allison said she will send a draft agenda via email for FDAC feedback online. There will not be a February meeting.
- CASP Fall 2025—the committee agreed to change the title word “student” to “learner”.
- Summer PD
 - Allison mentioned that various groups can do a push on summer professional development (June PD) with a variety of modes and days/times. Topics: CRASE, Canvas, pedagogy, etc.
 - Rebecca suggested summer is a good time to give faculty time to make changes before fall.
 - Thomas recommended online offerings may get the most attendance.
 - Rebecca shared that people may wish for a larger group in person but may not need as many attendees online.
 - Tiffany said offering synchronous and asynchronous options would be a good start to test popularity of each.
 - Lisa agreed that pedagogy-based summer PD would be helpful as we plan for all.
 - Lisa suggested that the Book in Common committee could share ideas for using BIC in the summer. Lisa will reach out to BIC and get back to Allison.
 - Thomas suggested T&D replay the greatest spring hits in the summer.
- Thomas and Allison discussed the Teaching and Learning Committee and potential fall speakers.

Meeting ended at: 3:48

Respectfully submitted by: Linda Kapocsi, Dr. Sahalie Mitchell, and Dr. Allison Venuto