

Planning Matrix for Section C - Faculty and Staff Development

Please state your college's Long-Term Goals (5 yrs.) for Section C (Faculty and Staff Development) and develop a related Action Plan for the next year (1 yr.) Include planned actions that require new funds and those that will not rely on new funds; also, reference the related effective practice(s), identify targeted completion dates, and identify persons responsible for each activity.

Long-Term Goals (5 yrs.) for Section C:

Action Plan for Section C

District: _____

Academic Year _____ (*please specify year*)

College: _____

Section	Planned Action	Effective Practice and Strategy	Target Date for Completion	Responsible Person(s)/ Department(s)
Section C Faculty and Staff Development	Support two Cañada Scholars for the development of innovative programs focused on teaching and learning Basic Skills. This will be done in alliance with CSM.	C. 3, C.4		Professional Development Coordinator
	Develop a Center for the Scholarship of Teaching and Learning at Cañada as a satellite to the SoTL Center at CSM, providing funding for resource materials.	C.3, C.4		Professional Development Coordinator, Cañada Scholars
	Create a full-time faculty position for a Professional Development Coordinator. The Coordinator will support a sustained effort coordinating Faculty Professional Development, SoTL, Learning Communities, and Basic Skills Development.	C.3, C.4		Cañada Scholars
	Learning Communities – Support release time for faculty to develop innovative new courses linking developmental and transfer classes	C.2		College Deans, Vice Pres. of Instruction

	<p>Create a “Teaching and Learning Week” in the middle of the semester when there will be no meetings, when there will be workshops about teaching and learning for Basic Skills, providing funding for attendance of Adjunct Faculty</p> <p>Bring in “customer service” specialists to train staff in serving under-prepared students. Develop a sustained program for educating faculty and staff in strategies for assisting under-prepared learners by making their experience more effective and user-friendly.</p> <p>Provide incentive for faculty to engage in effective practices by offering them one unit of re-assigned time when they attend a workshop, and submit an approved proposal for ways to research implementing the new ideas presented in the workshop in their own discipline or classroom.</p>	C.4		<p>Professional Development Coordinator</p> <p>Classified Staff Development Chair</p>
--	---	-----	--	---

Signature, Chief Executive Officer

Date

Signature, Academic Senate President

Date