APPROVED WORK PLAN: UPDATING & REVIEWING THE ESSENTIAL COMPETENCIES OF A VALENCIA EDUCATOR

1. Background

The Essential Competencies are the foundation for all phases of a faculty member’s development at Valencia. They were created in 2000 by a team of faculty commissioned by a Faculty Association Steering Committee to align our faculty induction process with our decade-long work in deepening our learning-centered culture. The competencies were subsequently endorsed by the Faculty Association and approved by the College Learning Council. The competencies guide our induction of new faculty members, are used in hiring decisions, and are integrated into the annual faculty evaluation process. In the first seven years, the indicators for the competencies were reviewed and adjusted on an ongoing basis, guided by feedback from candidates, panelists, and deans. In 2008 the college adopted a new competency to meet the changing needs of Valencia’s academic community. While there has been some revision of both indicators and competencies in the last seven years, the full spectrum has not had a complete review by the Association since their inception.

2. Charge and Work Products

Create a steering committee to review the seven Essential Competencies and make revisions as needed. Work groups will be formed to examine the current literature and practices at Valencia in each of the competency areas.

3. Known Constraints, Criteria, or Design Principles

Create a steering committee to review the seven Essential Competencies and make revisions as needed. Work groups will be formed to examine the current literature and practices at Valencia in each of the competency areas.

4. Council Overseeing the Work

Learning Leadership Council

5. Sponsors of the Work

Susan Ledlow, VP of Academic Affairs & Planning

6. Decision-making Authority

Faculty Association will endorse and LLC will approve the revised competencies.

7. Internal Stakeholders

Faculty, IAC/Deans, TLA, Faculty Development, Student Affairs

We recognize that changes to the competencies will require substantial work to update the tenure documents, faculty development offerings, and other processes (faculty check-in) impacted by redesign of the competencies. Revising indicator statements will also require substantial work, but the impact would be narrowed primarily to the tenure support documents maintained by the TLASusan Ledlow, VP of Academic Affairs & Planning.
8. Final List of Team Members:

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Campus</th>
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<tbody>
<tr>
<td>Carl Creasman (Co-Chair)</td>
<td>FC President/History</td>
<td>East/College wide</td>
</tr>
<tr>
<td>Celine Kavalec-Miller (Co-Chair)</td>
<td>TLA Director/English</td>
<td>East/College wide</td>
</tr>
<tr>
<td>Kourtney Baldwin (AA)</td>
<td>Architecture</td>
<td>West</td>
</tr>
<tr>
<td>Adriene Tribble</td>
<td>Humanities</td>
<td>Osceola</td>
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<tr>
<td>Tim Grogan</td>
<td>Biology</td>
<td>Osceola</td>
</tr>
<tr>
<td>Bob Gessner</td>
<td>Sciences</td>
<td>West</td>
</tr>
<tr>
<td>Celeste Henry</td>
<td>Counselor</td>
<td>Recently moved to West from Osceola</td>
</tr>
<tr>
<td>Regina Sequin</td>
<td>Librarian</td>
<td>West</td>
</tr>
<tr>
<td>Wendi Dew</td>
<td>Faculty Development</td>
<td>College wide</td>
</tr>
</tbody>
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Alternate Steering Committee Dean: Linda Neal, Melissa Pedone

Work Group Membership: one TLA member (resource), one dean, one faculty member from steering committee, and two faculty answering FC call (a principle would be to have a split of AS and AA faculty on the work groups). The TLA Director and Faculty Council President should Chair this work team.

9. Final Design Principles

The team’s work should be informed by the principles that guided the original tenure and competencies design team.

- Focused on teaching and learning issues
- Anchored in learning outcomes for faculty participants
- Individually tailored to faculty candidates’ professional needs
- Based in research and theory
- Based on faculty competencies
- Use Standards of Scholarship
- Guided by action research
- Offers multiple options for the participants
- Formative: Give/receive frequent assessment/feedback to/from participants
- Separate faculty development from evaluation for tenure

10. Teamwork and Interpersonal Communication Principles

The team will use Skillful Discussion\(^1\) as a means of coming to decisions thoughtfully and collaboratively.

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11. Evaluation Plan

Ongoing feedback on the competencies and indicator statements is collected informally and formally from panelists, deans and candidates involved in ILP and Portfolio Review Panels. Tenured faculty and deans will also now provide feedback through the faculty evaluation process.

12. Communication Plan for Work

Faculty Council President will communicate with faculty. TLA Director will be responsible for posting on the Governance website and disseminating surveys to deans and other members of the academic community. A series of campus conversations with faculty and deans are listed above. Final results will be posted on the Governance website, posted on the TLA website, and announced in the Faculty Insight by FC President. Deans will be informed by the at the IAC meeting; all others in the academic community will be alerted through email communication by co-chairs.

13. Scheduled Meetings for Team

- November 7, 2014 - First meeting of the steering committee
- November 14, 2014 - First meeting of the work groups with steering committee members

14. Timeline with Deliverables

- November 2014 through March/April 2015 - Work groups will research current literature and practices.
- April 2015 - Work groups report findings and recommendations to the Steering Committee; Steering Committee identifies competencies in need of further development. Applicable work group develops the competency.
- August/September/October 2015 - Revised competencies presented to Academic community for larger discussion
  - Survey
  - Discussions on campus facilitated by SC Members
  - Revisions, if needed, based on feedback from college
- November 2015 - Final survey or vote on revised competencies
- January 2016 - Presentation of revised Essential Competencies to LLC