



The findings included in this report stem from the Professional Development (PD) attendee evaluations provided during Flex and In-Service days for the Spring 2024 term. As part of an ongoing effort to meet the PD needs and increase the quality of PD workshops provided to all campus employees, an online evaluation was provided to attendees. A total of **132 valid online evaluations were received** and analyzed. A limitation to consider when reviewing these results is that completing an evaluation was optional for attendees which may help to explain the low number of evaluations for some workshops.

Table 1 demonstrates the number of evaluations submitted for each workshop offered. There was a total of 22 workshops included in the evaluation. **Evaluations were submitted for 17 of the workshops** offered.

Table 1. Number of Evaluations Submitted for Each Workshop

Workshop Title	# of evaluations
Flex Day Tuesday, January 9th (n=51)	
Canvas Tips for Non-Instructional and Classified	6
ChatGPT: An introduction to AI	4
Grading for Equity	11
Harmonize	14
What's New with New Quizzes and Discussions	16
In-Service Wednesday/Thursday, January 10th/11th (n=81)	
DE Training Refresh	2
Ellucian Self-Service (replacement for WebAdvidsor)	11
Equitable Grading	2
Equity for Everyone: EEO Training	20
Get out of Your Rut! Creative Ideas for Honors (and Non-Honors) Faculty	3
Let's make a zine	7
Peer Evaluation Training	15
Play POCR: more wins than Vegas, less rejection than speed dating	6
PPR Work with Research	6
"So you want to be an instructor"	1
Tips and Tricks in Excel	7
What is Crafton GROW?	1
Total number of evaluations submitted	132

Table 2.a illustrates the number of evaluations and the response rate per employee group by respondents' self-identified primary function at CHC. Faculty represent 89% of the overall responses. Classified and confidential staff made up 10% of the responses. Table 2.b illustrates the number of evaluations by worksite, Crafton Hills College was selected as the primary worksite for the majority of the submitted responses.

Table 2.a Self-Reported Employee Function

What is your primary function at CHC?	#	%
Part-Time Faculty	28	21.7
Full-Time Faculty	87	67.4
Classified/Confidential Staff	13	10.1
Manager/Administrator	1	0.8
Total	129	100.0

Table 2.b Self-Reported Worksite

Please select your worksite	#	%
Crafton Hills College	107	87.0
San Bernardino Valley College	17	13.8
District	2	1.6
Total	123	100.0

Table 3 reflects the evaluations for **five** of the eight workshops presented on **Flex Day, Tuesday, January 9th**: *Canvas Tips for Non-Instructional and Classified*, *ChatGPT: An introduction to AI*, *Grading for Equity*, *Harmonize*, and *What's New with New Quizzes and Discussions*. The majority of respondents (85%-100%) indicated agreement or strong agreement with all six statements. Notably, all respondents (n=48) agreed or strongly agreed with the statement that **the information presented was useful for my professional development**.

However, 14.6% of the faculty (3 full-time from SBVC and 5 part-time from CHC) disagreed or strongly disagreed with the statement that **the information was useful for my personal development**. Overall, a total of 12 faculty members across all five workshops disagreed or strongly disagreed with at least one of the six statements presented.

Table 3. Overall Evaluation of Synchronous Workshops for Flex Day

Please rate your level of agreement with the following statements:	Strongly Agree		Agree		Disagree		Strongly Disagree		Total
	#	%	#	%	#	%	#	%	
	The topic was relevant.	38	79.2	9	18.8	1	2.1	0	
The presenter(s) knowledge of the subject was excellent.	38	79.2	9	18.8	0	0.0	1	2.1	48
The presentation style and techniques used by the presenter(s) were appropriate for the topic being presented.	33	68.8	13	27.1	2	4.2	0	0.0	48
The information presented was useful for my professional development.	34	70.8	14	29.2	0	0.0	0	0.0	48
The information presented was useful for my personal development.	28	58.3	13	27.1	5	10.4	2	4.2	48
I would recommend this workshop to my colleagues.	32	66.7	15	31.3	0	0.0	1	2.1	48

Table 4 presents the overall evaluation of all workshops evaluated on **In-Service Days, Wednesday/Thursday, January 9th/10th**. The majority of respondents (80%-99%) indicated agreement or strong agreement with all six statements. Notably, almost all respondents (n=79) agreed or strongly agreed with the statement that **the topic was relevant**.

However, the responses to the other five statements showed more variability. Higher rates of disagreement or strong disagreement were observed with the following statements:

- The presenter(s) knowledge of the subject was excellent (8.8%)
- The presentation style and techniques used by the presenter(s) were appropriate for the topic being presented (16.5%)
- The information presented was useful for my professional development (12.7%)
- The information presented was useful for my personal development (20.1%)
- I would recommend this workshop to my colleagues (15.2%)

Table 4. Overall Evaluation of Workshops for In-Service Days

Please rate your level of agreement with the following statements:	Strongly Agree		Agree		Disagree		Strongly Disagree		Total
	#	%	#	%	#	%	#	%	
	The topic was relevant.	65	81.3	14	17.5	1	1.3	0	
The presenter(s) knowledge of the subject was excellent.	59	73.8	14	17.5	3	3.8	4	5.0	80

The presentation style and techniques used by the presenter(s) were appropriate for the topic being presented.	51	64.6	15	19.0	6	7.6	7	8.9	79
The information presented was useful for my professional development.	54	68.4	15	19.0	4	5.1	6	7.6	79
The information presented was useful for my personal development.	40	50.0	24	30.0	9	11.3	7	8.8	80
I would recommend this workshop to my colleagues.	49	62.0	18	22.8	5	6.3	7	8.9	79

Table 5 illustrates the overall responses on whether the evaluated workshops should be offered in the future. Ninety-four percent of responses indicated workshops should be offered again in the future.

Table 5. Future Workshop Offerings

Should this workshop(s) be offered in the future?	#	%
Yes	120	93.8
No	8	6.2
Total	128	100.0

Furthermore, a few workshops received responses indicating it should not be offered in the future, see workshops and comments provided below:

- Workshop: Ellucian Self-Service (replacement for WebAdvisor)
 - Reasoning: While I was and still am interested in learning how to use Ellucian, this workshop felt wholly unnecessary. The platform seems easy enough to use/figure out, and the short videos already made could be sent out to faculty with a fact sheet or something like that. Perhaps I am mistaken and the transition will be harder than I anticipate, though.
 - Reasoning: They clearly were not prepared to show what the system does. It was also clear that no faculty were ever asked what should and should not go into this new system that they are going to be utilizing soon! It was a terrible waste of our time.
 - Reasoning: The system is not ready for presentation. We could not read any of the slides and the videos were hard to hear. The voices on the video seemed like they were forced to do the project that day and they mumbled a lot. We could have watched the videos from our own computers and got a better idea, we could not follow what was going on. I did like that the presenter was open to suggestions from our questions and said they could look into what we asked. I'm interested to see if those suggestions are followed through. The system should be tested with actual users like the faculty before it is implemented so real feedback could be given, that was that procedure used when we went to a new Curriculum program and it worked well. Sidenote: SS is not a good abbreviation to use for the program.
- Workshop: Equity for Everyone: EEO Training
 - Reasoning: This had such a bias that it was difficult to participate in. What does spending a lot of time discussing with others the meaning of my name have to do with best practices in being on a hiring committee?
- Workshop: Grading for Equity
 - Reasoning: Not sure the presenter made a good point. There was a lot of double speak and very small amount of useful info.
- Workshop: Peer Evaluation Training
 - The focus of the workshop spend so much time understanding yourself and I did not see ideas on how to better write a peer evaluation. The examples had many flaws and were not even in the style we currently use at CHC. The speaker was enthusiastic and dynamic and I liked her style, the subject and how I would apply it was lacking.
 - It would seem like covering this material once was sufficient in my opinion.

Table 6 includes responses provided to 3 open-ended questions on how attendees' plan to use the information they learned in their classes/work environment, what attendees indicated can be improved, and on the topics/activities attendees would like to see offered for their professional development categorized by the workshops evaluated on **Flex Day, Tuesday, January 9th**.

Table 6. Open-Ended Responses

Flex Day Tuesday, January 9th
How do you plan on using the information learned today in your classes/work environment? (n=39)
Canvas Tips for Non-Instructional and Classified
Create a canvas for LD Assessment for SAS
Every class
In my online courses.
This was a good reminder for me on some of the features, especially when students ask me how something works!
Will be using this knowledge in a professional and personal setting.
ChatGPT: An introduction to AI
Absolutely. I am now more aware of what Chat GPT is as well as what it does.
My attendance was to determine whether a policy had been developed around AI in the classroom, but it was good to see AI in action
[Name] was very helpful in explaining the function and use of CHATCPT.
Grading for Equity
Being mindful of how I set up late/missing assignment policy to equitably assign grades
I already use a lot of these in my class
I'm using the inclusive gradebook and not giving a 0 and giving a 50%
I think I'll try the 50% instead of. 0 approach
I will change the way I am grading
I will try to think of new ways to make my grading more equitable
Making changes to my syllabus to reflect more equitable grading.
Harmonize
Definitely plan to use this in my courses. I hope harmonize continues in at Crafton.
Excited to try the new application for discussion board assignments.
Harmonize seems to be an add-on and I am not sure I would use this as it seems very, very, very complex and detailed. I am also not sure how long SBVC will have this option. Plus - using "AI" generated grading rubrics seems ****completely**** ridiculous!!!
I am going to incorporate this into my Spring 2024 semester classes.
If it is a discussion module offered
I'm going to try it out this semester!
I want to utilize discussions in each unit and this helped me improve my current practice.
I will apply this in to my Canvas
I will slowly integrate "Harmonize" into my Canvas Discussions before using it within Canvas Assignments.
I will try to use this tool with some of my discuss
Will implement Harmonize in my new class.
What's New with New Quizzes and Discussions
Changing over to new quizzes and discussions in my courses.
I am going to incorporate the information I learned and use it in my Spring 2024 classes. I am going to try to incorporate the new quizzes.
I'm building a new asynchronous class and will start my class with the new quizzes.
I'm interested in some features of New Quizzes. i.e. delaying when they can re-take the quiz, matching and the ability to use images in the answers, etc.
In the process of switching from the old quizzes in Canvas to the new quizzes.
I want to get better at using the new quizzes
I will be integrating the new features and converting old content to the new features we will be forced to

use in July
I will immediately employ New Quizzes and Discussions within my Canvas pages.
Migrating classic to new quizzes
New Quizzes
This presentation provided a lot of knowledge regarding Canvas quizzes. I will be teaching in the spring and this has helped greatly.
To make my quizzes better
Update my Canvas course shells
What can be improved in this workshop? (n=36)
Canvas Tips for Non-Instructional and Classified
Longer workshop will be better.
N/A (2)
Nothing! It was great
Steps on how to create canvas shell step by step
ChatGPT: An introduction to AI
Having examples of student use and misuse with instructor review and grading AI papers/ assignments would have been helpful.
Nothing
Presenters must consider their audience. If the workshop needs to be offered in multiple segments - classified; confidential; faculty; administration - then specific elements of AI can be developed and discussed.
Grading for Equity
Condensing the material so it fits within an hour
I don't agree with giving a student 50% on an unsubmitted assignment
I think [Name] was great, but I do think he needed more time to present the content
It was really great and engaging
Nothing! Just have it be longer .
Longer time.
Harmonize
Could have been longer .
I simply need to spend more one-on-one time with the Canvas professionals, as well as experimenting with this tool within Canvas.
It may need to be longer .
I was not able to activate to participate. It was asking for a key
More time for demonstrations and Q&A.
More time to show all the parts of this tool
Nothing.
Not time-consuming, please be slower to explain.
Relevant topic - but disorganized presentation. Perhaps 60 minutes is not enough.
The workshop was fun and went at an excellent pace. There was time for questions and elaboration. I don't think there is anything to improve on.
What's New with New Quizzes and Discussions
A little more demonstration rather than talking.
Be sure to provide clear links - and NOT to "Google Docs" as this requires a log in, takes time and does not work on all devices.
I can't think of anything that can be improved upon.
I have a hard time following the chat, the main speaker AND also follow along to take notes. I prefer to focus on one thing at a time and concentrate. I'm starting to feel that I might be the only one, but I like to really learn and not just let the highlights wash over me. Ignore this if everyone else is fine with it as is.
I probably need to spend more time one-on-one with this wonderful Canvas training staff.
Limited time so for the time we had this was a nice overview
Maybe have faculty actually try out a feature and make sure they are learning how to use it. Sometimes I

miss a lot because I am watching what another is doing and not doing it myself so end up having trouble later and often can't figure out how to get to the video recording to see it again.
N/A (2)
Nothing... its great
Should offer it in person in a computer lab so we can try things hands-on
This was a good presentation. Maybe hands on with implementation in our own courses.
What future topics/activities would you like to see offered for your professional development? (n=19)
Canvas Tips for Non-Instructional and Classified
Additional Canvas tips and tricks
Step by step workshop on starting a canvas shell
ChatGPT: An introduction to AI
How faculty can use AI successfully in the classroom while avoiding plagiarism and other ethical concerns.
In keeping with this topic, examples of student use and misuse with instructor review and grading AI papers/ assignments would have been helpful.
Nothing comes to mind.
Grading for Equity
N/A
Race and equity from USC Rossier
Team Buiding
Harmonize
Continue to offer updates and training for the new Canvas applications.
I am not quite sure
I need to further explore the "Harmonize" tool within Canvas. I would like to see future "Harmonize" workshops that focus on Canvas Discussions and Assignments.
N/A
What's New with New Quizzes and Discussions
Continue to offer updates and training for new Canvas features.
Dealing with accessibility issues. I also do not like the "Syllabus" tab on Canvas. My students think that it is the course syllabus and it is not, can that be called something else so as to not cause confusion or allow me to link to a PDF file that is my actual course syllabus?
How to get started - how to get a textbook? How to create a syllabus with SLOs, etc.
I think just more in depth workshops showing us how to do things like set up the new quiz questions (actually how to create them and make sure they are working correctly for students)
I would like to further explore how the New Quizzes integrate with SLOs.
More Canvas feautres.
Topics like this on new Canvas features are great.

Table 6 Ends

Table 7 includes responses provided to 3 open-ended questions on how attendees' plan to use the information they learned in their classes/work environment, what attendees indicated can be improved, and on the topics/activities attendees would like to see offered for their professional development categorized by the workshops evaluated on **In-Service Days, Wednesday/Thursday January 10th/11th.**

Table 7. Open-Ended Responses

In-Service day, Wednesday/Thursday January 10th/11th
How do you plan on using the information learned today in your classes/work environment? (n=44)
DE Training Refresh
Incorporate the policies into the course.
It was a good refresher for me I was reminded of what was important and to walk thru all of them. Lengthy but worthy!

Ellucian Self-Service (replacement for WebAdvisors)
Can't use it as could not see or hear the presentation
I couldn't hear or see the presentation , and watching videos the whole time was not beneficial .
It gave me a helpful intro to the new Self-Service platform.
Move to new system
Turning in grades, adding students, etc.
Equitable Grading
I will use some of the tools we discussed in this discussion for future grading .
Equity for Everyone: EEO Training
Assisted in further understanding the necessary considerations when going through the hiring process and practicing
Helpful to hiring student employees
If I participate in future committees
I hope to be a part of a hiring committee
I'll use during hiring, committee and meeting work.
I've been on two hiring committees already, and I will indeed be on more during my time here at CHC. The information presented today and how it was framed was very useful.
I will take this information with me when doing interviews , etc.
I will use for hiring/interview process and to be mindful to be equitable.
[Name] was very engaging.
This info will help me if I serve on a hiring committee in the future.
When working on hiring committees (or simply working with others) I will be thoughtful of my own position, privileges, and biases .
Get out of Your Rut! Creative Ideas for Honors (and Non-Honors) Faculty
I will approach Honors Projects differently. I will encourage more creative ways for students to develop their topic and the project .
Let's make a zine
I can use them as class assignments
In class and online classes as group work assignments
I plan on incorporating the exercise in both my classroom as well as career workshops .
It has given me many ideas to use in the class and I think students would enjoy the modality.
It is a great method to help students learn in a different and creat modality.
This term, I'll be having my students learn about zines, analyze and write about some zines from the library collection, and then make their own as a creative way to prepare for one of their essays in my class.
Peer Evaluation Training
Consider bias when completing peer evals
I plan on using this information to keep myself in check in evaluating my biases .
It provided further insight to challenge self and ensure all sides (student, evaluator, and peer) are given the appropriate opportunity for development and celebrated.
I will be more reflective and mindful when I evaluate my peers.
Most of what I learned was about the presenter's personal life and favorite football team. I don't intend to use any of that information.
The presenter gave wonderful information that I will definitely refer to when I am doing peer evaluations.
Using during peer evaluation
Play POCR: more wins than Vegas, less rejection than speed dating
Update my online course
PPR Work with Research
A lot of new information to use for SLOsno
Creating my PPR and learning where all the tools are that will help me to get there.
I will apply the different things I learned today the next time our department has a PPR due.
To complete my department's 2 year plan.
Work on the HWC PPR and focus on questions 4 and 10 to prepare for submission in February.
"So you want to be an instructor"

Preparing and planning to teach my class in the spring.
Tips and Tricks in Excel
Better and more effective data tracking :)
Love these tips and tricks will be using often
This information will help me save time and be more organized with my work.
What is Crafton GROW?
Be a mentor for students
What can be improved in this workshop? (n=46)
DE Training Refresh
N/A
There seems to be confusion as we were not aware that this workshop is continuous from the first workshop and second workshop. I joined a different workshop from 9 Am - 10:15 AM. When I came in for this one it was already half-way done and they continued onward till 11:45 AM. Missed the first half.
Ellucian Self-Service (replacement for WebAdvidsor)
Bigger screen/s for presentation
Have participants in a computer lab, all logged into the system and be shown how to find and complete tasks.
I know it is early stages, but the information was a bit confusing. Looking forward to the new system but education should flow better.
It was hard to hear the presenter and also difficult to see the screen.
Presenter could be a bit better at effectively communication this information.
Should there be another workshop on Ellucian in the future after its rollout, I would suggest a hands-on workshop in a computer lab where faculty can log on and play around in the new platform. It would be helpful to see for ourselves the student side of things, too.
They needed to show the system live not through videos where the narrator sounded bored to death and no one could see or hear it!
Equitable Grading
Nothing to note.
The two presenters were unable to make it, but [Name] did a brilliant job improvising!
Equity for Everyone: EEO Training
Focus more on the rules for each of the biases. A general understanding of each.
Have slides available
I felt this workshop only started to connect EEO training with our roles on an interview committee. More time was spent on generalizations and personal development like learning about the names at my table than what is applicable to being on a hiring committee. Some great questions were asked and I think a more in-depth workshop that ties into our actual processes would be helpful. This almost felt like it could be two different workshops. That being said, the presenter was engaging and the 90 minutes flew by - I would attend again and [Name] did a great job.
I thought it was great, but maybe have a larger time slot.
More breakout work and sharing.
More real life samples
More time to discuss the new hiring practices as they develop.
No changes to recommend! [Name]'s workshop was very engaging and relevant.
The presentation was interesting and fun! I do not think any improvements need to be made. I liked that I could get this training at flex and keep up with my EEO requirements.
Timing on group activities may be reorganized, however they did allow for effective interaction with colleagues.
Get out of Your Rut! Creative Ideas for Honors (and Non-Honors) Faculty
Nothing. People shared many great ideas!
Let's make a zine
N/A
Nothing, [Name] was great!
Nothing! This was a fun, interactive workshop. I appreciated the background presentation [Name] gave on the

historical context of zines before moving us into some examples of how we can apply zine construction in our own classes. We even got to work on our very own at the end of the workshop!
More time!!! Would love to have more time to work on making the zine
The time was good. But a little more time would be good , about 15-30 additional minutes.
Peer Evaluation Training
A Workshop specifically addressing the peer evaluation components and what we should be looking for and documenting. Also, how to act as a mentor/helpful evaluator during this process.
Consider multiple perspectives , for example cases did not specify to only consider what was being presented and participation was scrutinized when responses were given - the assumption was that this was the only information to consider but it was not stated. In another case example Spanish was spoken between instructor and student when the others in class may not know Spanish. It was brief and inconsequential but there would be nothing wrong with the instructor specifying in summary what was discussed. Others who do not know the language may think there is favoritism or gossip going on, - way too many options to leave open. Yet we are promoting this as acceptable.
I believe the workshop was effectively presented.
It might have been fun to practice some short evaluations but that might have extended the workshop too much.
I was hoping to learn how to best provide feedback to my peers in regards to evaluations , as well as how to look for and document evidence of equity observed.
No critique for this workshop! I really appreciated the approach to the topic and [Name]'s energy and diligence to engaging us (especially at 9 in the morning). I especially liked the handout "I am a Cultural Being" and the scenarios we discussed. But I could definitely see a second part in the near future on the same topic that would offer faculty various examples of written peer evaluations ; these alone could serve as the basis for critical analysis and small-and-whole group discussion.
Nothing, it was great.
We need a continuation/follow up with this workshop. The faculty evaluation process needs to be evaluated and improved.
Play POCR: more wins than Vegas, less rejection than speed dating
Nothing. It was great
PPR Work with Research
I love the inbuilt data analysis and wish there's a way to capture non-instructional programs like Health & Wellness.
Nothing (2)
"So you want to be an instructor"
N/A
Tips and Tricks in Excel
Cheat sheets to take with us
Hand out or link to shortcuts so I could practice
If handouts were provided with the cheat steps on it.
Lengthen the workshop time.
Maybe do a whole Microsoft Suit training (three days of In-service)
What is Crafton GROW?
Live student testimony
What future topics/activities would you like to see offered for your professional development? (n=23)
DE Training Refresh
I'd love to see more workshops about creating team building activities that any discipline could use as ice breakers, warm ups , or just to get students to move around and meet other students in a fun way.
Ellucian Self-Service (replacement for WebAdvisors)
Canvas workshops.
I am not quite sure
Equitable Grading
Not sure
Equity for Everyone: EEO Training

Health and wellness activities
How to prepare for requesting or applying to a higher role within the organization
N/A (2)
Possibly a presentation regarding a few sign-language basics
Get out of Your Rut! Creative Ideas for Honors (and Non-Honors) Faculty
Not sure
Let's make a zine
Active learning ideas
I would love to see another zine making workshop offered in the future. I would also love to see more student voices panels . The one held Thursday afternoon was awesome. I could see bringing in more students into workshops more often. Finally, I would definitely attend a pt-faculty voices panel or something collaborative between ft- and pt-faculty .
Peer Evaluation Training
I am not sure at this point.
N/A (2)
Play POCR: more wins than Vegas, less rejection than speed dating
Really like the stations format of this
PPR Work with Research
Actually writing and measuring SLOS
Unknown
"So you want to be an instructor"
Breaking down how to write a syllabus, going over policies for those that are Classified and adjunct, etc.
Tips and Tricks in Excel
A Word Document class and PowerPoint
More training in Microsoft or Google Suit
Prezi presentations or other methods of instruction

Table 7 Ends

Key Findings

- 17 out of 22 workshops were evaluated.
- Similar to Fall 2023, there were 132 evaluations that were submitted.
- The majority of responses were from faculty.
- The majority of respondents designated CHC as their primary worksite, with a notable increase in those selecting SBVC.
- Flex Day feedback predominantly showed agreement with the six statements, though seven responses disagreed with the usefulness of the information for personal development.
- In-Service feedback exhibited greater variability. While most respondents agreed or strongly agreed that the topics were relevant, the remaining five statements received a notable amount of disagreement.
- While the majority of respondents expressed agreement that the workshops should be offered again, there was a notable increase in those who disagreed. The workshop that received the most negative feedback was the Ellucian Self-Service session.