

# Crafton Hills College

## Professional Development Minutes

**Date:** Fri Sept 16<sup>th</sup>, 2016  
**Time:** 2:00 – 3:00 pm (following Feeding)  
**Location:** LRC-110

*The Professional Development Committee seeks to involve the entire campus in learning activities characteristic of the very best teaching and learning organizations. The Committee places the highest value on activities that help people realize their individual and collective aspirations, raise the quality of their reflection and conversation, and hone their conceptualizations of the larger system in which their work is situated. In addition, the Committee actively seeks to help people to take advantage of learning opportunities with other institutions, organizations, and professional networks that fulfill our mission as a community college.*

*The Professional Development Committee relies on research, evidence-based decision making, and the results from the learning assessments to inform professional development activities. Members of the committee also serve as the college's Flex Advisory Committee, which views flex reports submitted by flex-eligible full-time faculty. The Professional Development Committee meets twice per month.*

### Educational Master Plan Strategic Directions

- |   |   |
|---|---|
| 1. Student Access and Success               | 5. Community Value                                |
| 2. Inclusiveness                            | 6. Effective, Efficient and Transparent Processes |
| 3. Best Practices for Teaching and Learning | 7. Organizational Development                     |
| 4. Enrollment Management                    | 8. Effective Resource Use and Development         |

Members:

**Jonathan Anderson**  
**Breanna Andrews**  
 Trinette Barrie  
**Ryan Bartlett**  
**Robert Brown**  
 Secret Brown

**Robert Crise**  
 Kristin Garcia  
 Tina Gimple (co-chair)  
**Ruth Greyraven**  
**Colleen Hinds** (co-chair)  
**Marina Kozanova**  
 Lynn Lowe

**Karol McCool**  
 Bryan Reece (co-chair)  
 Jeff Schmidt  
 Lisa Schmidt  
**Jim Urbanovich**  
 Keith Wurtz

**Guest:**

AGENDA ITEM	DISCUSSION	FURTHER ACTION
1. Call Meeting to Order	2:05pm	
2. Approval of Minutes	Minutes approved (MSC)	
(add-on) Review of budget	\$3,525 for conferences \$1,075 misc. \$500 books \$1,000 for speakers ~\$25,000 Equity by end of December ~\$30,000 Equity by the end of the academic year	
3. Funding Approval (if not done)	1. Jeff Cervantes- \$500 approved from PDC 2. Rick Hogrefe- \$500 approved from PDC 3. Richard Hughes- \$500 approved from PDC 4. Breanna Andrews- \$600 approved from <u>Equity</u> 5. Julie McKee- \$225 approved from <u>Equity</u> (approved from PDC if not accepted through Equity) 6. Carla Thornton- \$384 approved from <u>Equity</u> 6. Ericka Paddock- \$500 from PDC 7. Breanna Andrews- \$110 approved from PDC budget 8. Jim Urbanovich- \$350 approved from <u>PDC Speaker budget</u>	<p><b>Bob:</b> Can you please notify those who put in requests that they have been approved, and tell them to fill out AC-9s with the appropriate administrator?</p> <p><b>PDC members:</b> brainstorm ways to use Equity funds this</p>

		semester!
4. PD Master Calendar	<ul style="list-style-type: none"> <li>- PDC gave Colleen the “go-ahead” to plan events as they arrive, instead of seeking approval from the group on every workshop, however, fliers will be sent to committee members for approval before being sent to the campus.</li> <li>- SBCCDTA: Ted has requested to use LRC 110 for monthly breakfast meetings. Approved for Fall 2016 semester (dates were sent to Colleen).</li> </ul>	<b>PDC members:</b> If you know of events happening around campus (departmental, student speaerks, etc.) send an email to Colleen to add to campus PDC website.
5. Events <ul style="list-style-type: none"> <li>• Herbivore Festival- <ul style="list-style-type: none"> <li>○ Sub committee</li> </ul> </li> <li>• Exchange Ideas Day(s) (Leader?)</li> </ul>	<ul style="list-style-type: none"> <li>- PD members expressed interest in Herbavore Festival being supported by PDC (in terms of work, not funds), due to the campus involvement in the event. It allows students who are starting businesses to come set up a free booth and is full of speakers and events. Family Fest has also been incorporated into this event. A subcommittee will be formed in the near future.</li> <li>- Academic Senate requests an “exchange ideas” day. It was brought up that we had something similar with the part-timers in the past. Perhaps a FLEX day activity? Brainstormed ideas concerning merging this idea with part-time orientation. Discussed how we can improve FLEX day attendance.</li> </ul>	If any one is interested in joining a Herbavore subcommittee, please notify Colleen.
6. Submit Nominations - Best Practices – Jimmy’s Rubric	Members were asked if they had any nominations. Members agreed to let Jimmy and Colleen handle nominations and arrange to secure faculty and staff features. Agreed Sam Truong “Teaching with the Ipad” will be a great choice. Colleen will contact him to secure taping dates. Also discussed highlighting the transfer center.	
7. Updating the Faculty Handbook - Breanna	- Tabled. Will be sent out via email and will review at next meeting.	<b>PDC members:</b> Please scan through this document and find information that needs to be updated. Bring edits to next meeting.
8. Roles/ Duties/Titles Best Practices Publisist/ Marketing Needs Advisor/ Review	PDC members: If you know of events happening around campus (departmental, student speaerks, etc.) send an email to Colleen to add to campus PDC website.	
9. Update Flex Form -who has word doc?	Tabled	
Adjourn	3:12pm	<b>Next meeting:</b> October 7
<b>Mission Statement</b> To advance the educational, career, and personal success of our diverse campus community through engagement and learning.	<b>Vision Statement</b> Crafton Hills College will be the college of choice for students who seek deep learning, personal growth, a supportive community, and a beautiful collegiate setting.	<b>Institutional Values</b> academic excellence, inclusiveness, creativity, and the advancement of each individual.