

Crafton Hills College

Professional Development Minutes

Date: Sept 2nd, 2016

Time: 12:00 – 1:00 p.m.

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

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| <ol style="list-style-type: none"> 1. Student Access and Success 2. Inclusiveness 3. Best Practices for Teaching and Learning 4. Enrollment Management | <ol style="list-style-type: none"> 5. Community Value 6. Effective, Efficient and Transparent Processes 7. Organizational Development 8. Effective Resource Use and Development |
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Members:

Jonathan Anderson
Breanna Andrews
Trinette Barrie
Ryan Bartlett
Robert 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: Rhiannon, Secret Brown

AGENDA ITEM	DISCUSSION	FURTHER ACTION
1. Call Meeting to Order	12:00pm	
2. Approval of Minutes	05/06/16 minutes approved (MSC)	
3. Duration of meetings	12:00pm-1:30pm for future meetings starting in October.	PDC members: print and bring agendas to the meetings (no longer will be provided in order to save trees)
4. Our Direction <ul style="list-style-type: none"> • PD Coordinator Goals • Develop PD Plan • Additional Roles or Titles 	<ul style="list-style-type: none"> - Continue our big plan of developing our PDC space: "Daniel Bahner Center for Innovative Teaching and Learning." - We will be writing a program review and plan. Funds for the PDC space will be included, as well as the need to a FT PD coordinator. - Build an online PD space (recording and archiving presentations, etc.) - Continue with "Best Practices" videos and add Department/Student Services videos (intro to each department and office on campus). <ul style="list-style-type: none"> - We could ask all faculty to submit one thing that they would tell a new teacher to try. - Go to each student services area and ask them 	<p>PDC members: come to next meeting with nominations for "Best Practices" videos (two teaching and two services).</p> <p>Add to student climate survey- what is something that jumps out at you that a teacher has done that really helps you learn (activity, teaching</p>

	<p>where they are located, what their services are, tips for students, tips for faculty and staff, and add one thing they do that is fun/unique/special.</p> <ul style="list-style-type: none"> - Request and advocate for more effective communication/use of the homepage of our webpage. Rotate slide show with videos (best practices, student services explanations), event fliers, etc. - Planning of PT Orientation (explanation or presentation on student services) - Other possible workshop ideas: How to be a club advisor, how to work with differently abled students, services around campus, - Electronic badges for PD participation (Credly) 	<p>technique, etc.)</p> <p>Colleen: Add “Marketing our services” to the next agenda</p>
<p>5. Events</p> <ul style="list-style-type: none"> • Welcome Back Feeding • Herbivore Festival (Tabled) • Exchange Ideas Day (AS) (Tabled) 	<ul style="list-style-type: none"> - Welcome Back Feeding: September 16th at noon in the Roadrunner Café. \$250 will be donated (Curry Leaf), and we will also have traditional BBQ foods. <ul style="list-style-type: none"> - Put up papers around the room for people to provide input and ideas for PD - After eating, we will have our PDC meeting at 2pm 	<p>PDC members: send Colleen general tips for PD for faculty, classified, and management to put on tables. Could be questions for people to provide input.</p> <p>Robert: Ask Denise for Senate reimbursement for Welcome Back BBQ</p>
<p>6. Approval of Funding Requests</p>	<p>Tabled and will be conducted through email.</p>	<p>Colleen: send email to committee members with budget information as well as funding requests and ask people to vote.</p>
<p>7. Current Budget</p> <ul style="list-style-type: none"> • what we have • AS- sustainable structure • How to consolidate funds 	<p>Tabled</p>	<p>Tina and Colleen: email committee with this information (see above).</p>
<p>8. Daniel Bahner Center</p> <ul style="list-style-type: none"> • Plans, funding • Use of Room 110 	<p>Tabled</p>	
<p>9. Online Form Process (AS)</p>	<p>Tabled</p>	
<p>10. Flex Activity List</p> <ul style="list-style-type: none"> • Who made these? • Adding Peer observations for sharing best practices 	<p>Tabled</p>	
<p>11. Update on Best Practices Video</p>	<p>Tabled</p>	
<p>12. Brandman Partnership</p>	<p>Tabled</p>	
<p>Future Agenda Items and Important Dates</p>	<p>Breanna: Updating the Faculty Handbook</p> <p>Bryan: Review 6 nominations for “Best Practices Spotlights” and discuss how to formalize the nomination process (rubric that demonstrates access across disciplines).</p>	
<p>Adjourn</p>	<p>1:05pm</p>	<p>Next Meeting:</p>

		Sept 16th at 2pm
Mission Statement	Vision Statement	Institutional Values
To advance the educational, career, and personal success of our diverse campus community through engagement and learning.	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.	academic excellence, inclusiveness, creativity, and the advancement of each individual.