

Crafton Hills College

Professional Development Minutes

Date: Fri. Nov. 16, 2018

Time: 12:00 – 1:30 pm

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

<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:

Breanna Andrews
Trinette Barrie
Eva Marie Bell
Robert Brown
Mary Bender
Tina Gimple
Catherine Hendrickson

Marina Kozanova
Rhiannon Lares
Lynn Lowe
Rebecca Warren-Marlatt
Colleen Maloney-Hinds
Christopher Olivera

Alex Jaco
Sabrina Jimenez
Ruth Greyraven
Snezana Petrovic (chair)
Kevin Palkki (co-chair)
Dr. Keith Wurtz (co-chair)

Guests: Alyssa

AGENDA ITEM	DISCUSSION	FURTHER ACTION
1. Call Meeting to Order & Minutes Approval	12:05pm. Minutes Approved (MSC).	
2. Chair/Co-chairs updates	<ul style="list-style-type: none"> - Keith and Snezana went to Chairs Council this morning to gain their input on best days/times and activity ideas. - Chairs voiced that they wanted hard copies of our scheduled events ahead of time (for the full semester). - They suggested PD come to some of their department meetings to check in with them and/or hold specific sessions targeted towards their discipline at those times. - Chairs completed a survey on AVID workshops and which may be of interest to them. - FLEX theme "Guided Pathways" went over well. - New funding formula as well as a greater look at the budget process and how it works (state down). - In Service suggestion: set a goal or target for the year then have the activities tied to that goal with deadlines and completion dates - PDC brought up the idea of an "How to complete/do an evaluation" at the beginning of each semester. This should be a joint issue and involve management and the union as well. 	<p>Snezana: Add "Organize Evaluation Training Workshop" to future agenda.</p>

	- Some events were recently canceled: Title IX and the BIT Lunch and Learn	
3. PDC Charges/ membership review	- Crafton Council recommended the removal of the word “minimum” from the committee membership. Committee members understood the recommendation but were confused on the opposition around the word “minimum.” Proposed/counter of wording to read “A minimum of 8 faculty as determined by the Academic Senate...” - It is proposed that we reword the membership to read, “2 classified senate appointed and 2 CSEA appointed members (totallying 4 classified)” PDC voted and motion approved.	Ketih: Bring wording back to Academic Senate and Crafton Council.
4. Caring Campus (Dr. Wurtz)	- There are a series of workshops to provide a tool kit to Classified Staff to better engage our students. This will be held on Friday December 14 th from 1-4pm. Student Services will be shut down during this time. Administration is working to make sure Clasified are being released for some time at minimum to attend.	
5. Flex days 01/10 & 04/09	January 10th - “Guided Pathways.” Keith was working with Sherri and Ernesto but will ask others for their involvement. - An outline of the workshops is listed below: 1. Guided Pathways (definition, overview, and how this applies to me, goals, expectations and timelines) 2. Examples from other schools with multiple lenses for FT vs. PT and day vs. night, etc. 3. Examples of what we have done and started (led by Sherri and Ernesto) 4. Candyland Hands-On (workshop 4 is on In-Service). April 9th - “New Funding Formula” will be the main theme. Overall FLEX notes: Keep the mornings for standardized workshops (Canvas, Starfish, Safe Space, etc.) and have all themed workshops in the afternoon. This will prevent competition among workshops and attendees.	Ketih will share this outline with Enrollment Strategies and work to find speakers for the three components, and bring this back to the next committee meeting. Snezana: Add “Guided Pathways Workshops” to future agenda (for both FLEX and In-Service).
6. In-service Day	- Guided Pathways Candyland Activity	
7. Spring Schedule	- Wait for Chairs’ feedback to start planning specific AVID workshops - Diana Rodriguez’s presentation about Diversity - Focused workshops (discipline specific) - Caring Campus	
8. Conference requests	- Jimmy Urbanovich requested \$500 for Western States Communication Association Annual Convention at the end of February. Committee Approved. - Ginger Suspan requested \$499 for ADA training. EEOC money from district should be used for this conference. PDC approves request IF EEOC denies the request. - Cynthia Hamlett requested \$65 for @One training. PDC approved.	
9. Future Agenda	- Organize Evaluation Training Workshop - Guided Pathways Workshops planning	
Meeting Adjournment	1:35pm	Next meeting: Meeting 12/07
Mission Statement To advance the educational, career, and personal success of our diverse campus community through engagement and learning.	Vision Statement 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.	Institutional Values academic excellence, inclusiveness, creativity, and the advancement of each individual.