

The Professional Development Committee reports to the Crafton Council and relies on research and evidence-based decision making to inform professional development activities that encourage collaboration and conversations to promote equity driven inclusive practices. The PDC completes this work by focusing on:

- Working with campus group representatives, such as unions, Senates, special projects, and other participatory governance committees, to create and foster a broad array of Professional Development activities that focus on equity driven inclusive practices
- Engaging with faculty and staff from all areas to support professional development that addresses student needs (e.g.: career and academic pathways, educational planning, instructional support, etc.)
- Collaborating with research to develop, collect, and review data from a variety of surveys and assessments
- Developing, planning, scheduling, promoting, and facilitating Flex and In-Service activities
- Building activities that help people to 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
- Promoting learning opportunities with other institutions, organizations, and professional networks that fulfill our mission as a community college
- Reviewing and recommending approval of funding requests for professional development materials, workshops, and conferences

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			Guests
<b>Kashaunda Harris (tri-chair)</b> <b>Sare Butler (tri-chair)</b> <b>Ciera Divens (tri-chair)</b> Trinette Barrie <b>Lauren Bond</b> Cherishea Coats	Danae Hart Steve Hellerman Richard Hogrefe Richard Hughes Veronica Lehman <b>Brandi Mello</b>	Belinda Navarrete Chris Olivera Jillian Robertson Keith Wurtz <b>Souts Xayaphanthong</b> <b>Butch Zein</b>	<b>Ginger Sutphin</b> <b>Tiara-Interpreter</b> <b>Vanessa- Interpreter</b>

AGENDA ITEM	DISCUSSION	FURTHER ACTION
Call meeting to order & approval of the minutes (5-2-25)	The meeting was called to order at 12:03 p.m.. The minutes from the May meeting were reviewed and approved. Sara motioned to approved and Rick seconded. The mintues were approved by consensus at 12:05pm.	
Welcome and introduction of members		
Review and update to committee charge and responsibilities	At 12:10 pm the committee’s charge and responsibilities were quickly reviewed and it was suggested that if there are changes needed or if we need to address any of the language, please let Kashaunda know.  Responsibilities – In the past we have been known for planning for Flex and in-service, we want to stress that this is a working committee and that it is more than just planning. Please come prepared for the meetings and everyone was encouraged to chip in when we have activities. While Kashaunda does have some release time, we need each of you to help. Website help, on the day of in-service (as well as	

	other activities), when we will need runners for signs, keynote assistance, requesting for student workers, surveys, etc.																			
Funding Requests/ Budget Updates	<p><b>Current budget:</b></p> <table border="0"> <tr><td>Reference Books</td><td>\$250</td></tr> <tr><td>Non-Instructional Supplies</td><td>\$250</td></tr> <tr><td>Printing</td><td>\$ 170</td></tr> <tr><td>Meals/Refreshments</td><td>\$500</td></tr> <tr><td>Speakers/Consultants</td><td>\$2,000</td></tr> <tr><td>Travel/Conferences (PD)</td><td>\$15,000</td></tr> <tr><td>Travel/Conferences (SEA)</td><td>\$ (TBD)</td></tr> <tr><td>Dues/Memberships</td><td>\$200</td></tr> <tr><td>Awards/Giveaways</td><td>\$500</td></tr> </table> <p>Pending Request: Arianne Schulz (PT Anthro) - ASCCC's Annual Fall Plenary Session <a href="https://asccc.org/events/2025-fall-plenary-session">https://asccc.org/events/2025-fall-plenary-session</a></p> <p>-Motion to approve was made by Rick and seconded by Chris for \$500 from PD funding. The motion was approved by consensus at 12:17 pm.</p> <p>Lauren Bond (FT Eng) - 122nd Annual Pacific Ancient and Modern Language Association (PAMLA) Conference (\$500-PD and \$500 Equity) <a href="https://www.pamla.org/pamla2025/">https://www.pamla.org/pamla2025/</a></p> <p>Language Association (PAMLA) Conference Motion to approved was made by Rick and seconded by Sara. Approved by consensus at 12:21 p.m. (\$500-PD and \$500 Equity).</p> <p>Krista Ivy (FT Library) – California Library Association Conference (\$500) <a href="http://www.cla-conference.org/">http://www.cla-conference.org/</a> Sare moved to approve and Rick seconded. Approved by 12:21pm. Approved request for PD funding up to \$500.</p>	Reference Books	\$250	Non-Instructional Supplies	\$250	Printing	\$ 170	Meals/Refreshments	\$500	Speakers/Consultants	\$2,000	Travel/Conferences (PD)	\$15,000	Travel/Conferences (SEA)	\$ (TBD)	Dues/Memberships	\$200	Awards/Giveaways	\$500	
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Academic Senate/MOPED Updates	<p>MOPED has sunsetted for the time being. The responsibility for the items below will move back to the committee as our responsibility. Please let us know if things need to be updated and fixed we will make time during this committee to make these changes. (12:25 pm)</p> <ul style="list-style-type: none"> <li>• Faculty Handbook (Chris and ?)</li> <li>• Tenure Track Academy canvas shell (Sara, Souts, and Brandi)</li> </ul>																			
Fall Flex & In-service Recap	<ul style="list-style-type: none"> <li>• What worked well and what can be improved, Research report will be provided during our next meeting</li> </ul> <p>Thank you to Xouts helping to provide refreshments on the first day of flex.</p> <p>We had a new survey for the Flex/In-Service and will request those results.</p> <ul style="list-style-type: none"> <li>• Interactive (45 minutes), getting to know others, community building.</li> <li>• Keynote time <ul style="list-style-type: none"> <li>• Can we reconsider when we have the keynote?</li> <li>• Maybe we shouldn't do the keynote on this day.</li> </ul> </li> <li>• Wellness (specifically faculty wellness).</li> <li>• Let's not rush the updates.</li> </ul>	Kashaunda will request the results from the in-service surveys from research and bring those results by the next meeting.																		

	<ul style="list-style-type: none"> <li>Do we have to call it in-service or can we name it something else? Answer: We are part of the state system, because it is contracted we have to call it this, because this is a paid day.</li> <li>Make Wednesday a classified and faculty day (this may need request for classified to be available).</li> <li>Locations for workshops – we were a little limited because the buildings were not available.</li> <li>Thank you notes and succulent event/s were good. (Tap into administration to get them to appreciate us).</li> </ul>	
Calendar of events	<ul style="list-style-type: none"> <li>Fall and spring events –because of the shortened semester times we will look to have the fall schedule planned by the end of the spring semester, so it does not run into the summer months.</li> <li>Lecture series <ul style="list-style-type: none"> <li>Community building- TL, Danae, Jimmy, Souts, Trinette),</li> <li>Let’s tap into people doing their doctorates, or attending conferences. mini lecture series – we have some names</li> </ul> </li> <li>Kinesiology – activities on campus (wellness Wednesday, Monday meditation, walking club, etc).</li> <li>New schedule, that needs to be taking into account when offering professional development activities, such as, when are classes not meeting. Can we offer the workshops again on different days?</li> <li>Partnering with other departments</li> </ul>	
Committee Reports	<ul style="list-style-type: none"> <li>Academic Senate <ul style="list-style-type: none"> <li>No report</li> </ul> </li> <li>Classified Senate</li> <li>Other committees</li> </ul>	
Committee Announcements	<ul style="list-style-type: none"> <li>Tenure Track Academy will meet on the 2<sup>nd</sup> Friday of each month for 90 minutes.</li> <li>Classified onboarding will take place in October.</li> </ul>	
Future Agenda Items	Meeting was adjourned at 1:18 p.m.	

<p><b>Mission Statement</b></p> <p>The Crafton Hills College mission is to change lives. We seek to inspire our students, support our colleagues, and embrace our community through a learning environment that is transformational. Crafton Hills College welcomes everyone and is committed to working with students from diverse backgrounds. The College has an exceptional learning environment built on a tradition of excellence, a talented faculty, a driven student body, a committed staff, with passionate leadership and community support.</p>	<p><b>Vision Statement</b></p> <p>To empower the people who study here, the people who work here, and the people who live in our community through education, engagement, and innovation.</p>	<p><b>Institutional Values</b></p> <p>We rely on the following values to support our vision and mission:</p> <ul style="list-style-type: none"> <li>Respect: To champion active listening and open dialogue within our community.</li> <li>Integrity: To uphold honesty in our interactions and academic pursuits and maintain community collaboration.</li> <li>Diversity &amp; Inclusion: To promote a welcoming environment through equitable and antiracist practices in all aspects of our work.</li> <li>Innovation: To actively grow and adapt to support our mission and vision through a willingness to embrace new perspectives and new ideas.</li> <li>Leadership: To develop and inspire current and future leaders through professional development, mentorship, education, and experience.</li> <li>Sustainability: To be a leader in our community by reducing environmental impact with practices that meet the needs of the present without compromising the future.</li> </ul>
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