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

Members			Guests
Kashaunda Harris (tri-chair) **Sare Butler (tri-chair)** **Open (CSEA tri-chair)** Carrie Audet Trinette Barrie (SA) Jessica Beverson	Cherishea Coats Ciera Divens Jodi Hanley (SA) Ashley Hayes (SA) Steve Hellerman Richard Hogrefe (SA)	Brandi Mello Chris Olivera Delmy Spencer Keith Wurtz Souts Xayaphanthong Butch Zein (SA) (SA = Senate Appointment)	Ginger Sutphin Ruby Zuniga -Presenter Kimberly- Interpreter Tracie – Interpreter

AGENDA ITEM	DISCUSSION	FURTHER ACTION
Call meeting to order & approval of the minutes	The meeting was called to order at 12:02pm. Minutes from the last meeting were reviewed. Motion to approve was made by Chris and seconded by Sara. Mintues were approved by consensus at 12:04pm.	
Funding Requests/ Budget Updates	**Current budget:** Reference Books $250 Non-Instructional Supplies $500 Meals/Refreshments $500 Speakers/Consultants $2,000 Travel/Conferences (PD) $15,000 (with the approved travel still pending - $2350) Travel/Conferences (SEA) $ 5,000 Dues/Memberships $200 Awards/Giveaways $500 Sara reported that these numbers do not reflect the encumbered amounts for the approved travel from the last meeting. 4CPD conference will need to be reflected next month when we have these numbers avaialable to us.	

QFE - Fall In-service Survey Results	• Pros and Cons • Recommendations for future In-service workshops/speakers Ruby provided a broad overview of the survey results for the FLEX workshops and in-service sessions using the a new format. There were 231 valid reponses, 160 were regarding FLEX, and only 71 in-service responses. Other ideas for workshops: • What all the committees are and what they do? • Evaluation process best practices (annually). What should we be looking for in evlauting our peers? • Board policies that are new or revised. • Keith's Adjunct Orientation presentation for FT Facuty such as add codes, demographics, enrollment and booksaver updates. Surveys: There was also discussion regarding changing the format of the evaluation. QR codes are provided by Research; however, there was a suggestion to use a live tool for evalatuoins?	
Self-service Menu	• Resource(s) to replce the Part-Time Faculty Handbook Sara and others have identified dead links in the Faculty Handook. At one point there was a PT handbook. That no longer exists and has now been built into the faculty handbook.There is a need for clarification as to whether WebAdvisor is still being used or has been phased out. The suggestion is to change the title of the FT handbook to just faculty handbook. Can we add a section specifically for PT? Can we get the most up to date Self-Service document onto the website? We are going to hand over the handbooks VESPA and MOPED.	
Fall Events and Activites	▪ Workshops/Webinars ▪ Academic Senate provided a list of workshops to offer. AI specifically was mentioned. ▪ Student conduct issues with AI. ▪ How to incorporation AI into assignments in the classroom properly ▪ Changes to CalGETC and course numbers. ▪ Student Accessibility services – safety chairs to move disabled students down the stairs in the chairs. AED, fire extinguisher, how do we use them? ▪ Working with students with disabilities – proactive in creating a more equitable environment in the planning process (dyslexia, autism, etc.) ▪ What services we have to provide students? ▪ Faculty with disabilities as well (color blind, etc.) ▪ Universal design – training to make things more accessible (Suzanne with SAS). ▪ Butch ASL – all campus workshop ▪ Webinars in other areas (STEM, classified, etc.). DACA students – evicted – Latesha filled her in on the resource available to these students. Dreamers program. EOPS workshop. ▪ Mini-Lecture series -presented by our own faculty-Lauren's Poetry workshop will be the first to be scheduled.	

	- Community conversations - Health and Wellness Sound bath, other events that can occur the same day/time each week. - Fun activities/Shenanigans	
Faculty Spotlight	New idea	
Committee Reports	- Academic Senate – No report. - MOPED -No report. - Classified Senate – No report. - Other committees The foundation does have funding avaialble for students that were affected by the fires. Calendar committee met and the final reviews will be moving forward with accessbility, admissions & records, and number of days on the calendar are correct, these would include Saturday equalling 190, and we only need 170 teaching days for faculty. Look like the compressed calendar will be good to go for fall 2025. Will the 16 week calendar have an impact on our committee? Classified onbaording for new staff will meet this coming Wednesday. Tenure track academy -if any faculty are insterested in presenting on a special subject matter (pedigogy, equity, teaching styles, being a chair, working with students, etc.) , please let me know. We meet the second and fourth Wednesday of the month at 9am. Meeting was adjourned at 1: 27pm.	
Other Committee Business	Tenure Track Academy	
Future Agenda Items	- Spring flex and in-service planning - Spring Great Teachers Seminar (collaboration with Valley)	

Mission Statement	Vision Statement	Institutional Values
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.	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.	We rely on the following values to support our vision and mission: ■ Respect: To champion active listening and open dialogue within our community. ■ Integrity: To uphold honesty in our interactions and academic pursuits and maintain community collaboration. ■ Diversity & Inclusion: To promote a welcoming environment through equitable and antiracist practices in all aspects of our work. ■ Innovation: To actively grow and adapt to support our mission and vision through a willingness to embrace new perspectives and new ideas. ■ Leadership: To develop and inspire current and future leaders through professional development, mentorship, education, and experience. ■ Sustainability: To be a leader in our community by reducing environmental impact with practices that meet the needs of