

Crafton Hills College

Professional Development Minutes

Date: **September 5, 2014**

Time: 12:00 – 1:00 p.m.

Location: **LRC-107**

The mission of the Crafton Hills College Professional Development Committee (PDC) is to provide and support professional development activities and opportunities for all staff to acquire the knowledge and skills to better serve students and the community.

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:

- | | | |
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| <input checked="" type="checkbox"/> Dean Papas | <input checked="" type="checkbox"/> Luis Mondragon | <input checked="" type="checkbox"/> Tina Gimple |
| <input checked="" type="checkbox"/> Breanna Andrews | <input type="checkbox"/> Kristin Garcia | <input type="checkbox"/> Sam Truong |
| <input checked="" type="checkbox"/> Daniel Bahner | <input checked="" type="checkbox"/> Robert Crise | <input checked="" type="checkbox"/> Rick Hogrefe |
| <input type="checkbox"/> Lynn Lowe | <input checked="" type="checkbox"/> Karen Peterson | <input checked="" type="checkbox"/> Bryan Reece |
| <input checked="" type="checkbox"/> Robert Brown | <input checked="" type="checkbox"/> Ryan Bartlett | <input type="checkbox"/> Jim Urbanovich (semester abroad) |
| | <input checked="" type="checkbox"/> Marina Kozanova | <input checked="" type="checkbox"/> Cindy Omana (student services rep) |

Guests: Daniel Ohare, Wayne Bogh and Shane Veloni

AGENDA ITEM	DISCUSSION	FURTHER ACTION
Call Meeting To Order	12:05pm	
1. Innovations in Infrastructure (Wayne Bogh & Shane Veloni)	<p>Architecture of a learning environment:</p> <ol style="list-style-type: none"> 1. Guiding ideas 2. Theories, methods, and tools 3. Innovations in infrastructure <ul style="list-style-type: none"> - LRC107 was designed to be flexible but is under utilized and not being used as it was originally intended. No one has been responsible for it. - LRC110: equipment will be replaced. Not conducive to student learning or professional development meetings. Need ability to move. We need to rethink the room completely. Want to utilize - (Robert) Room is utilized for teaching demonstrations, technology and other workshops. Would be great to use to film presentations and stream/archive them. Not opposed to completely redoing the room. - (Group) Ideas: moveable tables with portable computers, double screen/dual screen projector, 	<p>Brainstorm LRC 110 renovation ideas and bring back to PDC.</p>
2. The essence of a learning organization	<p>Architecture of a learning environment:</p> <ol style="list-style-type: none"> 1. Guiding ideas: we are a learning organization <ul style="list-style-type: none"> - We have to commit to be a “learning leader” and study theoretical literature around professional development - Historical guiding ideas: Personal, profesional and organizational - Looking forward: base professional development each semester on one of the “Five Disciplines” 2. Theories, methods, and tools 3. Innovations in infrastructure 	

3. Formalizing the Professional Development Coordinator position and term of office	Valley College has a job description and we will borrow and use theirs. As for a term of office, it was voted to be a two-year term in which the current chair can be re-nominated and elected.	
4. Feedback on Back to School BBQ	<ul style="list-style-type: none"> - Timing may have been an issue. This was the first time it occurred during the first week; a really busy time for some people. - Many people liked the location, the breeze, and the view... but it is a long walk. People didn't want to drive because you lose your parking spot. We should offer a shuttle service. - Although there was a smaller turn out, people stayed longer than normal. - A variety of food would be ideal but would cause a substantial increase in cost. - We should post photos and advertise future BBQs. 	Dean: send request to supporting committees (including Academic Senate) to get on their last agenda of the semester to request funds for the Welcome Back BBQ.
5. Finalizing professional development calendar: October through December	<ul style="list-style-type: none"> - October 22nd during college hour: Ryan Bartlett is putting a Q&A together with a variety of students who have Asperger's/autism... and is looking to have a follow-up in November - Need to make sure all other professional development activities that occur on campus, come through PDC for advertising purposes. 	<ul style="list-style-type: none"> - Veteran PDC members will look for any documentation of past plans for Prof. Dev. calendar. - All PDC members, bring back an idea of a workshop (presenter, date, time) relating to the Five Disciplines.
6. Updating professional development agreement form for part-time faculty	Instead of giving adjunct faculty two separate sheets of paper and have them turn it in separately, we will double side the papers and have them turn in the documents at the same time.	
7. Conference funding requests: Hughes, Rippy, Rojas	<p>Rojas: Approved for \$35 Hughes: Approved for \$500 Rippy: Approved for \$500 (MSC)</p>	<p>Bob: contact Rojas, Hughes, and Rippy to inform him that they have been granted their requested amount up to \$500.</p> <p>Edit website to change the wording on amount given for professional development</p>
8. Subscription request: Equality Magazine (Breanna Andrews)	Postponed until next meeting	
9. Other issues/concerns	<ol style="list-style-type: none"> 1. 3csn Taking the Lead: Building Sustainable Professional Learning- October 17th at Citrus College. <ul style="list-style-type: none"> - PDC meeting on October 17th has been moved to October 31st (MSC) 2. October 4th - "3Peaks Challenge" Mt. San Jacinto. Hike up and take the Palm Springs tram down. 	Move overlapping PDC meeting to October 31 st .
Adjourn		

Future Agenda Items	<ul style="list-style-type: none"> - Renovation of LRC 110 - Subscription request (Breanna Andrews) 	
<p style="text-align: center;">Mission Statement</p> <p>To advance the education and success of students in a quality learning environment.</p>	<p style="text-align: center;">Vision Statement</p> <p>To be the premier community college for public safety and health services careers and transfer preparation.</p>	<p style="text-align: center;">Institutional Values</p> <p>creativity, inclusiveness, excellence, and learning-centeredness.</p>