

# Crafton Hills College

## Professional Development Minutes

Date: **October 3<sup>rd</sup> 2014**

Time: 12:00 – 1:00 p.m.

Location: **LRC-107**

*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 of their learning organization. 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.*

### Educational Master Plan Strategic Directions

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

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

**Guests:** Trelisa Glazatov

AGENDA ITEM	DISCUSSION	FURTHER ACTION
Call meeting to order	12:03pm	Dean: make sure the first “Call meeting to order,” Approval of Minutes,” “Other Issues,” and “future agenda items” are on future agendas.
Approval for Minutes	Approved (MSC)	
1. Discussion of Reading: “The Integrity of the Architecture”	<p>“Golden lines” were shared and discussed. Take away lessons include:</p> <ul style="list-style-type: none"> <li>- We have to “walk the talk” as a professional development committee. We are taking this step by reading articles and showing we are a learning organization.</li> <li>- Good ideas are not enough if they are not being carried out</li> <li>- Making fast and significant changes rarely are long lasting</li> <li>- Flexibility and team work are key. We have to value each member of our team (campus community).</li> <li>- Intrinsic motivation is important. If people don’t have it, we need to find what motivates people and show them how it can benefit them.</li> <li>- If we want professional development workshops to be meaningful, the focus needs to be on “<b>Architecture of Learning Organizations</b>” (triangle model): guiding ideas, theory/methods/tools, and innovations in infrastructure.</li> <li>- <b>Five Disciplines</b>: personal mastery, mental models, shared vision, team learning, and systems thinking.</li> <li>- <b>Deep Learning Cycle</b> (circle model): new skills and abilities, new</li> </ul>	<p>Dean: please send PowerPoint that was displayed to the PDC committee</p> <p>Set up PDC Facebook page and Twitter feed to help transparency and advertisement.</p>

	<p>awareness and sensibilities, and new attitudes and beliefs.</p> <ul style="list-style-type: none"> <li>- Our workshops need to be focused on accomplishing these three points, more than one of them at a time. Workshops that are skills based can be delivered in such a way that we show them the theories behind the skill and create the buy-in so they have a potential shift in attitude/belief and therefore start to use the skill.</li> <li>- We persue the Five Disciplines will keep the “Deep Learning Cycle” going.</li> <li>- We need to offer workshops more often and on different days/times to be accessible to different people. Avoid a “one and done” mentality.</li> <li>- How do we get people to the workshops? <ul style="list-style-type: none"> <li>- Tap into intrinsic motivation</li> <li>- Emails on a weekly/monthly basis (reminders)... but we need to be careful we do not overload people</li> <li>- Beginning of the semester, send out a list of events that will take place</li> <li>- Advertise in different ways... fliers in mailboxes, posters in hallways, walk up to people and have a <b>face-to-face conversation</b>.</li> <li>- We need to accommodate people who can rarely leave their office/desk due to their duties. How do we schedule events for them?</li> <li>- We need to find ways for people to feel accountable and commit to professional development. Suggestions include planning events a semester/year a head, providing people with a check list and finding out what people are interested in committing to developing/learning this semester/year. We already check in with full-time faculty at the end of the semester, but there maybe more buy-in to on-campus events if they have the list at the beginning and check the ones that interest them. <ul style="list-style-type: none"> <li>- We need to consider how to get classified release time to take part as well.</li> </ul> </li> </ul> </li> </ul>	
<p>2. Planning Professional Development for Spring around the Five Disciplines: Starting with Personal Mastery</p>	<ul style="list-style-type: none"> <li>- We don't want to throw theory-less tools at people. We want there to be value behind the tools. <ul style="list-style-type: none"> <li>- Catchy titles will help draw people in.</li> </ul> </li> </ul>	
<p>3. Brainstorming Session for Innovating our Infrastructure</p>	<ul style="list-style-type: none"> <li>- Pushing for more meetings to take place in the “teaching and learning center.”</li> <li>- Advertise the books and resources. Set up comfy chairs and have soft music playing.</li> <li>- Rebrand/rename the space.</li> <li>- We feel we are encroaching on people's workspace with the current set-up of the space</li> </ul>	
<p>4. Flyers and Advertising for Upcoming PD Events</p>	<ul style="list-style-type: none"> <li>- Marina found a few upcoming workshops that she will email Dean about.</li> </ul>	<p><b>Marina:</b> email Dean information about upcoming (off campus) workshops</p>

5. Other issues	<ul style="list-style-type: none"> <li>- Discussion on approving Daniel Rojas's additional (2) \$35 requests brought forth at our first meeting. Approved by consensus.</li> </ul>	
Future Agenda Items	<ul style="list-style-type: none"> <li>- Brainstorming session for innovating our infrastructure (Dean)</li> <li>- Full-time faculty handbook discussion (Breanna)</li> <li>- Book Club "Until Tuesday" (Lynn)</li> </ul>	<p>Dean: email PDC members about keeping October 17<sup>th</sup> meeting (and throwing out/keeping October 31<sup>st</sup>)</p>
Adjourn		
<p><b>Mission Statement</b> To advance the educational, career, and personal success of our diverse campus community through engagement and learning.</p>	<p><b>Vision Statement</b> 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.</p>	<p><b>Institutional Values</b> academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>