

Crafton Hills College

Professional Development Minutes

Date: **October 31, 2014**

Time: 12:00 – 1:30 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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| <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: (bold = presence)

Breanna Andrews	Tina Gimple (co-chair)	Dean Papas (co-chair)
Daniel Bahner	Rick Hogrefe	Karen Peterson
Ryan Bartlett	Marina Kozanova	Bryan Reece (co-chair)
Robert Brown	Lynn Lowe	Sam Truong
Robert Crise	Luis Mondragon	Jim Urbanovich (semester abroad)
Kristin Garcia	Daniel O'Hare	Cindy Omana (student Services rep)

Guests:

AGENDA ITEM	DISCUSSION	FURTHER ACTION
Call Meeting to Order	12:06	
Approval of Minutes	Approved (MCS)	Dean: Make changes to all dates to only be numerical
Old Business	Review of the Five Learning Disciplines, Deep Learning Cycles, and the Architecture of Learning Organizations.	
New Business 1. Strategy and Process	<ul style="list-style-type: none"> - Pursue all five disciplines throughout the year <ul style="list-style-type: none"> - Daniel brought up the point that five may be too many since we are really working with 9 months. Three per year sounds more realistic. - It's difficult to pursue all five disciplines, or more than two, at once. - Start with personal mastery. PDC agrees that this is a strategy that want to pursue first. - What is strategy? <ul style="list-style-type: none"> - An agreed upon direction/plan of action with a clear goal in mind. - Strategy works like a map. It needs to be flexible and reproducible (by other groups). It helps you get to where you want to go. - How do you know when your team has a (good) strategy? <ul style="list-style-type: none"> - It gets you to where you want to go. - It creates focus and brings people together. There is a good pace involved where things are getting done and motivation is maintained. - Takes capabilities into account - People are responsive and feedback is applied - Diagnosis first, established guiding policy, and coherent action is 	

	<p>taken (Richard Rumelt)</p> <ul style="list-style-type: none"> - What are the signs of a Bad Strategy? <ul style="list-style-type: none"> - Rolled out top → down and/or it is rushed - All goals, fluff, exclude the consideration of challenges and problems, too many items to pay attention to (Richard Rumelt) - Current PDC Goal: GTD is focused on for campus delivery in the spring <ul style="list-style-type: none"> - a second group of five committee members will be established to further investigate “Emotional Intelligence” and roll that out the following semester (fall 2015) 	
<p>2. Report on NCSPOD Conference</p>	<ul style="list-style-type: none"> - Application that allows us to award “badges” (or credit/digital certificates) to people who have completed a certain verifiable amount of professional development. Cost is \$250 per year for the institution. It is linked with “LinkedIn” and other online locations. This will help recognize people for their involvement and allow it to be publized. <ul style="list-style-type: none"> - We would need to indetify our criteria and how we will utilize it. - Tina agreed to help manage this along with a sub committee including Sam and Dean. - Tina motioned to approve funds - Better Feedback techniques: instead of writing feedback, that students may not read or thing will all be negative, meeting face-to-face to explain comments is an option. You can also record and send video/audio feedback. Blackboard may have this option now. - High impact strategies for engagement in the classroom (presenter DJ). Would be great to have here come present to Crafton (approx. \$1500). Strategies for moving information from short term memory to long term memory. - Boost up Your Brain: various assessments are available. Presenter said she would set one up for our committee. - “Preventing Death by Lecture” full of 1-2 minute activities to get students involved and review material. 	<p>Look into Blackboard’s possible feature of voice recording for paper submission feedback</p> <p>Advertise CHC resources (online links and book list for LRC) on a weekly bases. Possibly highlight a book a week.</p>
<p>3. Conference Funding Requests: Cervantes, McConnell, and Petrovic</p>	<ul style="list-style-type: none"> - Jeff Cervantez: We need to ask Jeff to facilitate one or more workshops based on what he will learn at this conference. If is agrees, his proposal will be approved. - Mark McConnell and Snezna Petrovic: proposals approved. 	<p>Bob will notify Mark and Snezna that their proposals have been accepted, and ask Jeff if he is willing to offer a session on his topic.</p>
<p>4. Acquiring LGBTQ Literature</p>	<ul style="list-style-type: none"> - Proposal for the purchase of 2 subscriptions (“Out” and “The Advocate”) in the event that the library is unable to purchase them. Proposal passed (MSC). 	<p>Tina will ask the library if their budget will cover the costs of the magazines.</p>
<p>Other Issues/ Announcements</p>	<ul style="list-style-type: none"> - November 5th at noon in LADM 217: Open discussion on Autism and Asperger’s and how we support our students on the spectrum. 	
<p>Future Agenda Items</p>	<ul style="list-style-type: none"> - Assessing Our Efforts for Evidence of Deep Learning Cycles (ran out of time during our 10/17/14 meeting)- Dean - Funding Request for LGBTQ literature for the Teaching and Learning Center and the Library (Breanna) - List of common conferences throughout the year (Daniel) - Full-time faculty handbook discussion (Breanna) - Book Club suggestion “Until Tuesday” (Lynn) - The deans discussed setting aside money for prof. dev. conference attendance (Bryan) 	<p>Dean: Add to future agendas</p>

Adjourn	1:21pm	Next Meeting November 14 th @ 12:00-1:00pm in LRC 107.
<p>Mission Statement</p> <p>To advance the educational, career, and personal success of our diverse campus community through engagement and learning.</p>	<p>Vision Statement</p> <p>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>Institutional Values</p> <p>academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>