

Crafton Hills College

Professional Development Minutes

Date: **Nov 21, 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 in which their work is situated. 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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| 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: (bold = presence)

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

Guests: Rhiannon Lares, Shave Veloni, Trisha Menchaca, Wayne Bogh, Debbie Bogh

AGENDA ITEM	DISCUSSION	FURTHER ACTION
Call Meeting to Order	12:02pm	
Approval of Minutes	Approved (MCS)	
Review “Open Loops” (5 min.)	See “Open Loops” Attachment Two options are provided for viewing “open loops”: 1. The link is sent out via email and PDC members look at the direct link. All updates are sent/emailed to Dean and he can “check” them. 2. The notebook can be shared but will require minimal navigation on individual’s parts.	PDC members: email Dean to let him know if you would like to be able to edit the EverNote notebook.
New Business 1. Innovations in Infrastructure	<ul style="list-style-type: none"> - Skyline demonstration video was presented to PDC members. - Shane: Recommended bean bags instead of big comfy chairs. In all seriousness, he wants PDC to think about furniture, technological equipment, filming tools/capabilities, and annotating tools we want to see in LRC 110. He is concerned with the time it would take for faculty to learn, especially part-timers, who are here to teach and have to leave quickly. The technology is relatively intuitive but the software may take some learning. - Debbie: the money can be used for “workstations” but not couches. Recommendation is to use this money for more expensive technological equipment. The LRC 107/110 rooms are used often by part-timers and their needs to be addressed. - Rick: There may be some bond money available for some moveable furniture with tablet attachments, but wouldn’t recommend a room full of large couches/chairs. Having screen casting station for online classes is a wonderful idea! - Bryan: We need to figure out what the functionality of the space will be, pick out what we want, then go out and find the funding from multiple 	PDC decision deadline for infrastructure purchases February 1, 2015.

	<p>“pots.”</p> <ul style="list-style-type: none"> - Dean: A sub-committee is almost needed to do the research and decision making around the technology. - Marina: We need to train teachers on technology that we will ultimately be using in the classroom so we are prepared to use it. - Tina: The room should be broad but focused. Conducive for online teaching, staff workshops, management needs, and faculty friendly. - Lynn: From the website reviewed, the comfortable environment stood out. They were welcoming as well as technologically advanced. 	
2. Professional Development Proposal: Yoga (Petrovic)	<p>Snezna is interested in holding some workshops revolving around yoga. We need to find the appropriate space and appropriate time allotment. The yoga that is involved is meditative and can put you in a transe/sleep. Rick suggested Snezna works with Colleen to find a time/room available in KHA to hold this in the spring.</p>	<p>Let Snezna know we are in support of pursuing this idea for staff development once we figure out the logistics.</p>
3. Professional Development Proposal: Team Learning Activity (Menchaca)	<p>Help faculty build teams in the classroom (and among each other). Three activity options:</p> <ul style="list-style-type: none"> - Have to build a structure to hold a ball with provided materials.” A debrief session would be held and read an article about goals of team projects, what worked well, what challenges, etc. - Spaghetti and Marshmallow activity - Build cardboard and tape boats that can fit a human and swim it across the pool. - Toxic Popcorn (Breanna) <p>Trisha will create a PowerPoint about how under represented students struggle in team projects and how it relates to student success.</p> <p>This would be a great thing to do on in-service days (see agenda item 6 for more information)</p>	<p>Trisha will create PowerPoint and expect to present on in-service day.</p>
4. Report on Chancellor's Clearinghouse Summit for Professional Development		<p>Tabled for next meeting.</p>
5. Review AP 7160	<p>See Attachment</p>	
6. Planning for Upcoming Events	<ul style="list-style-type: none"> - Part-Time Orientation: - In-Service Day: Focus on Student Success. Will have a speaker. This day is usually organized by Cheryl. PDC wants to hold Team Building Activity as well. - Spring Flex Days: 	<p>Tabled for next meeting.</p>
7. Special Meeting to Review Critical Inputs for Professional Development	<p>Education Master Plan, Student Success Plan, Basic Skills Initiative Plan, Student Equity Plan, District Strategic Plan, Staffing Plan (College Brain Trust), and accreditation documents</p> <ul style="list-style-type: none"> - All of these address professional development and therefore we need to figure out a way to plan professional development activities that are being called for within these documents. 	<p>Call for a special meeting to address these documents</p>
8. Professional Development Funding Requests	<p>Breanna Andrews: Approved (MCS) Sam Truong: We cannot fund student participation in events. Rick will find the money for that portion. \$25 for Sam's cost is approved (MCS)</p>	<p>Sam: Contact Dean of Arts and Sciences to figure out money student participation.</p>
Other Issues/ Announcements	<p>Rick: Campus is considering staff use for the gym from 6-8:30am starting in the spring similarly to the pool punch card.</p>	

<p>Future Agenda Items and Important Dates</p>	<ul style="list-style-type: none"> - Classroom Inclusivity (LGBTQ) presentation (Breanna) - Future Book Club idea: "Whole Brain Teaching" by Chris Biffle (Marina) - List of common conferences throughout the year (Daniel) - The deans discussed setting aside money for professional development conference attendance (Bryan) - FLEX DAYS: January 7 and 8, 2015 and April 1, 2015 - ADJUNCT ORIENTATION: ? - IN-SERVICE ORIENTATION: January 9, 2015 	
<p>Adjourn</p>	<p>1:15pm</p>	<p>Next Meeting: December 5, 2014. Focus on upcoming in-service and flex days</p>
<p>Mission Statement To advance the educational, career, and personal success of our diverse campus community through engagement and learning.</p>	<p>Vision Statement 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 academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>