

Crafton Hills College

Professional Development Minutes

Date: May 15

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	Dean Papas (co-chair)
Daniel Bahner	Tina Gimple (co-chair)	Bryan Reece (co-chair)
Trinette Barrie	Rick Hogrefe	Lisa Schmidt
Ryan Bartlett	Marina Kozanova	Sam Truong
Robert Brown	Lynn Lowe	Jim Urbanovich
Robert Crise	Luis Mondragon	Keith Wurtz
	Daniel O'Hare	Cindy Omana (student Services rep)

Guests: Rhiannon Lares

AGENDA ITEM	DISCUSSION	FURTHER ACTION
Call Meeting to Order	12:03pm	
Approval of Minutes	Approved (MSC)	
Current Budget	\$1,141.00 (give or take). There has been no changes since our last meeting.	
New Business 1. PD Strategy for 2015-2016	<p>Dean presented titled, "Strategic Thinking Workshop." PDC members brainstormed ideas about some quotes and their thoughts are listed below:</p> <ul style="list-style-type: none"> - Strategic thinking allows up to pause and analyze the problems before we jump and try to solve problems. - It allows us to find other ways to solve problems. <p>Strategic thinking and strategic planning are two different concepts. Often times organizations rush through planning, without critically thinking.</p> <p>Good strategies must take time, involve critical reflection, radiates a "must win" attitude, involves collaboration, and releases a positive energy.</p> <p>We need to analyze our assumptions of processes, such as our focuses of our professional development... why do we focus more on Faculty and Classified and don't provide more for management.</p> <p>Possible start: 4-point strategy for moving forward:</p> <ol style="list-style-type: none"> 1. Target professional development for managers. Train faculty to strategically think, then rotate in on Crafton Counsel to see what's going on and engage in conversation around strategic thinking practices. 	

	<p>2. Innovate our infrastructure: “Professional Development Academy” for new faculty. - “Five Disciplines of the Learning Organization” and some equity reading.</p> <p>3. Relentlessly innovate our infrastructure: Our L.E.A.R.N. Lounge needs to be completed.</p> <p>4. Get beyond our ordinary frames of reference and practice. PDC needs to work with the classified senate to organize and expand Classified Professionals Week.</p> <p>We can expand from here, but this can be the start of our professional development plan.</p>	
<p>2. Review of Faculty Flex Forms</p>	<p>The co-chairs of PDC took care of the faculty flex forms. PDC members appreciated they took that off their plates.</p>	
<p>3. Calendar Committee Meeting, Monday May 18th</p>	<p>Dean and Julie will be going to the meeting. Possible options: - 18 week semester, but the FLEX days will occur, 3 days before each semester. - 18 week mandatory work semester, but 17 weeks are instruction and the first week is mandatory for FLEX-type activities (see Julie’s documentation).</p>	<p>Dean: Report back to PDC about the discussions that take place at this meeting</p>
<p>4. Fall Flex and In-Service Days</p>	<p>General Ideas:</p> <ul style="list-style-type: none"> - StrengthsQuest (Trinette 1-2 hours) - Career Services overview (30 minutes) - New Faculty handbook - Meet and greet with new faculty members - 8 things to do on the first day of school (Robert Brown- 1 hour) - Technology in the classroom (Lisa- 1 hour plus or minus) - Webpage development and Digital Portfolios (Lisa and Robert Brown) - Contact people who have gone on conferences to present on their new found knowledge as well as people. - Creating Opportunities for Student Success: What can faculty and Student Services do to improve student success? How do we improve communications with our students and empower them? (Trinette) - Part-timers: How to prepare a application packet for full-time positions - Speed dating with best practices and/or campus information of services - Student Panels regarding the issues students face that faculty are usually unaware of. This can include veterans, foster-youth, AB540 students, etc. - College Experience stories from Management, Faculty, Classified, etc. <p>Fall FLEX:</p> <ul style="list-style-type: none"> - Safe Space (3 hours) <p>Fall In-Service (equity theme): “Listening to our Campus Community” (see the last two bullet points above in general ideas).</p> <p>-</p>	<p>PD chairs and Cheryl work together to determine the schedule for fall Flex and In-service days.</p>
<p>5. Part-Time Orientation</p>	<p>Use the same structure as before (3 speakers rotating rooms every 20-25 minutes or so)</p> <ol style="list-style-type: none"> 1. Alicia Hallex wants to take one time slot for a DSPTS workshop on disability and test proctoring 	<p>Dean: Find others to present at the Part-Time Orientation</p>

	2. 3.	
6. Back-to-School Barbecue Fall	August 28, 2015 @ the pool. Provide trams for transportation. (unanimous decision)	
7. Scheduling First PDC Meeting of Fall 2015	August 21, 2015	
8. Committee Self-Evaluation Forms	6 PDC members filled them out	
Other Issues/Announcements		
Future Agenda Items and Important Dates	<ul style="list-style-type: none"> - Payment for Workshop Presenters (Breanna) - List of common conferences throughout the year (Daniel) - The deans discussed setting aside money for professional development conference attendance (Bryan) - Strategic Thinking Workshop 	
Adjourn	1:40pm	Next meeting August 21, 2015
Mission Statement To advance the educational, career, and personal success of our diverse campus community through engagement and learning.	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.	Institutional Values academic excellence, inclusiveness, creativity, and the advancement of each individual.