

Crafton Hills College

Professional Development Agenda

Date: August 21

Time: 12:00 – 1:00 p.m.

Location: LRC-110

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.

The Professional Development Committee relies on research, evidence-based decision making, and the results from the learning assessments to inform professional development activities. Members of the committee also serve as the college's Flex Advisory Committee, which views flex reports submitted by flex-eligible full-time faculty. The Professional Development Committee meets twice per month.

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

Daniel Bahner

Trinette Barrie

Ryan Bartlett

Robert Brown

Robert Crise

Kristin Garcia

Tina Gimple (co-chair)

Alicia Hallex

Rick Hogrefe

Marina Kozanova

Lynn Lowe

Dean Papas (co-chair)

Bryan Reece (co-chair)

Lisa Schmidt

Sam Truong

Jim Urbanovich

Keith Wurtz

Guests: Rhiannon Lares

AGENDA ITEM	DISCUSSION	FURTHER ACTION
Call Meeting to Order	12:01pm	
Approval of Minutes	Approved (MSC)	
Current Budget	\$6626.00	
New Business 1. Annual Review of Charge Statement	<ul style="list-style-type: none"> - Charge statement looks good! - We want to keep in mind that our goal is to include everyone on campus. Our programs should reflect that. 	
2. Calendar Committee Update	<ul style="list-style-type: none"> - There is talk that we should move to a 16-week semester for students and have one additional full week for professional development at the beginning of the semester. CalState San Bernardino is moving to a similar schedule. - A TTH 3-unit class for 16weeks would only increase class time by about 5 minutes per session - A professional development week may overwhelm people and then they may not remember it throughout the semester. People need to revisit concepts to make it stick. - The one-week before the semester would allow people to get their curriculum, annual plans/program reviews, SLOs, etc. This week would become mandatory. - What about a 17 week semester? This may be a compromise so we can have a fair number of in-service days and flex days. 	<p>Dean: ask the District Calendar Committee to provide us with a few options for what this new schedule could look like.</p> <p>Add to next agenda: Review models for options of the "new" potential academic calendar.</p>

	<ul style="list-style-type: none"> - We need to make this a campus wide decision and allow people to work through this and hopefully reach a close to unanimous decision. The District Calendar Committee expects us to go through a college-wide process to allow for everyone to voice their opinions. 	
3. Innovating our Infrastructure: LRC 110	<ul style="list-style-type: none"> - Some people have already been dissatisfied that the room has changed. Be prepared to support our decision as a committee to renovate the space. - The room has not lost any functionality; in fact it has gained it. There is state of the art technology, it is more flexible and collaborative, and is conducive to "universal design." - PDC can reserve the room for as many days/times as needed and then open it up for others to reserve the room. 	<p>Dean: Remind Rebecca Pompa (and the campus community) that LRC 110 has changed and the stationary desktops are no longer there.</p> <ul style="list-style-type: none"> - Tape signs on tables in LRC 110 to lift the tables when moving them. <p>Rick: Look into purchasing casters for the legs of the tables in LRC 110.</p>
4. Fall Book Club: A Walk through Leadership Oct 9, Nov 3, 1-2pm	<ul style="list-style-type: none"> - Cheryl has volunteered to lead a fall bookclub on leadership. It is relevant to community college leaders. She has requested us to purchase 15 copies of this text (\$15 each) - Approved (MSC) 	
5. Professional Development for Classified & Classified Professionals Week	<ul style="list-style-type: none"> - Today at 2:30 a group of people are meeting to start this planning process. The event is usually the first week in June but we will look at confirming dates. - Classified senate has expressed interest in becoming a part of the program review process and that dialog was started and well attended. If we include these workshops during this week (every year), it may be more successful. - Classified professional development activities should not be during college hour since most of their offices stay open at this time. Having them at different times, or multiple times during a day, would be ideal. 	<p>Dean and Tina: provide PDC with a recap of this meeting at our next meeting.</p>
6. Back-to-School Barbecue, Fri Aug 28	<ul style="list-style-type: none"> - Senate will provide us with funding to buy the food. We will need about 6 people to help with set up, cooking, and clean up. - We are moving the BBQ to 12:00pm-2:30pm. - DSPS should be able to help with tram services, especially after 1pm. - Student services may be able to help from 12-1pm. - Need to take a poll to see what people think about the location. <p>Volunteers: Bob, Robert, Marina, Trinetta, Dean, Lynn (Please arrive at 11:30am).</p>	<p>Dean: Create a poll to survey attendees about location and entertainment.</p> <p>Tina: drive the tram during BBQ hours.</p>
7. Hispanic Heritage Month (October)	<ul style="list-style-type: none"> - Keith can lead a session about most successful teaching strategies for teaching hispanic students. - Possible follow up to last year's panel. - Elaizbeth Mealy will be creating a display in the library - Work with the Art department to see if we can work on an appreciation theme. 	<p>Dean: contact MCS instructor, Marianna, Ernesto, and Patricia</p> <p>PDC members: if anything comes to mind in the near future, pass your ideas along to Dean.</p>
Funding Requests	<ul style="list-style-type: none"> - Jimmy Urbanovich: <ol style="list-style-type: none"> 1. funding to bring out our annual Transgender speaker/consultant. We can work this as an independent contractor, and ask her to do two presentations. Approved (MSC) for \$500. 2. WSCA (Western States Communication Association) conference in San Diego. Approved (MSC) for \$405. 	<p>Bob: email people to notify them of their approval AND request them to immediately fill out AC-9, get their dean's signature, and send to Rick. Once they return, fill out the</p>

	- Marianna Moreno: NACAC 2015 National Conference. Approved (MSC) for \$500 with the stipulation that the “airfare” costs is actually mileage costs.	AC-10 and provide itemized receipts to Rick.
Other Issues/ Announcements	- Rhainnon: we may be hosting a regional Blackboard conference/forum and looking at Canvas. - Breanna: Safe Space is having their fall New Cohort Training(s). The first is on Tuesday September 1 st from 1-4pm and the other is split between two Wednesdays (the 9 th and th16th) both from 6-7:30pm.	Dean: advertise the Canvas webinar as a PD event in LRC 110.
Future Agenda Items and Important Dates	- List of common conferences throughout the year (Daniel) - The deans discussed setting aside money for professional development conference attendance (Bryan) - Payment for Workshop Presenters (Breanna) - Strategic Thinking Workshop - Review models for options of the “new” potential academic calendar (Dean)	
Adjourn	1:20pm	Next meeting: Friday September 4, 2015 @ noon in LRC 110
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.