

# Crafton Hills College

## Professional Development Minutes

Date: Mar 4, 2016

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"> <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> </ol> | <ol 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> </ol> |
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Members: (bold = presence)

**Breanna Andrews**

Trinette Barrie

Ryan Bartlett

**Robert Brown**

Robert Crise

Kristin Garcia

**Tina Gimple** (co-chair)

Rick Hogrefe

Marina Kozanova

Lynn Lowe

**Dean Papas** (co-chair)

Bryan Reece (co-chair)

**Lisa Schmidt**

Jim Urbanovich

Keith Wurtz

Guest: Rhinannon

AGENDA ITEM	DISCUSSION	FURTHER ACTION
Call Meeting to Order	12:06pm	
Approval of Minutes	2/19/16 minutes MSC Approved.	
Current Budget	Not available today	
New Business 1. Best Practices Spotlight: Selections	<ol style="list-style-type: none"> <li>1. Jeff Cervantes- will think more about a specific activity</li> <li>2. Julie McKee- Diversity collage</li> <li>3. Jeff Schmidt-</li> <li>4. Sherri Wilson-</li> <li>5. Ted Phillips- Final paper (argument paper regarding course grade)</li> <li>6. Robert Brown- popcycle sticks</li> </ol>	<p><b>Breanna:</b> check in with Jeff Cervantes and Julie</p> <p><b>Marina:</b> check in with Jeff and Sherri</p> <p><b>Robert:</b> check in with Ted and write up your own submission</p> <p><b>Dean:</b> Check is with Bryan for his notes on changes to the application/nomination form</p>
2. Application and Selection Process for PD Coordinator Position	<ul style="list-style-type: none"> <li>- Requested materials for applicant submissions: "Letter of intent which captures candidate's vision for professional development, knowledge, skills and experience related to PD for faculty, classified, and equity related work. Applicants should also articulate their own dedication to personal growth and professional development."</li> <li>- Committee for hiring: Dean Papas, Bryan Reece, Breanna Anderews and two more.</li> <li>- Questions were developed and they were left with Dean.</li> </ul>	<p><b>Dean:</b> send an email to ask other PDC members to join the hiring committee</p> <p><b>Dean:</b> agendize interview equity questions at the next SSEEMM meeting</p>

<p>3. Conference Funding Requests through 3/3: McAtee, Gimple, et. al.</p>	<p>Request amended to include Denise (in case she ends up registering as well) funds depending. New Request: Tina Gimple and Denise Allen Hoyt for 4C/SD conference. Request for \$495 each. If funding is sufficient for one, Tina will attend. If funding covers two, Tina and Denise will attend. <b>MCS approved for funds out of PD budget.</b></p> <p>Robert McAtee: VetNet workshop. Request for \$957 plus attendee lunch. <b>MCS approved for funds out of Equity budget.</b></p>	<p><b>Dean:</b> Notify Tina, Denise, and Robert of funding request approvals</p>
<p>Other Issues/ Announcements</p>	<p>We need to put the Faculty Handbook online and have it emailed out to the campus as the “official” handbook for faculty (full time and part time). This document should be used for future part time orientations</p>	<p><b>Breanna:</b> email document to Dean <b>Dean:</b> Email to Christi to put online, and send out to the campus</p>
<p>Future Agenda Items and Important Dates</p>	<p><b>Breanna:</b> Updating the Faculty Handbook <b>Bryan:</b> Review 6 nominations for “Best Practices Spotlights” and discuss how to formalize the nomination process (rubric that demonstrates access across diciplines).</p>	<p><b>Bryan:</b> bring notes from 2/19 PDC meeting regarding suggestions for changes to the “Best Practices Spotlights” nomination form</p>
<p>Adjourn</p>	<p>1:33pm</p>	<p><b>Next Meeting:</b> April 1, 2016 @ noon in LRC 110</p>
<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>