

Crafton Hills College

Professional Development Minutes

Date: April 1, 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"> 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

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: Rhiannon

AGENDA ITEM	DISCUSSION	FURTHER ACTION
Call Meeting to Order	12:05pm	
Approval of Minutes	03/04/16 minutes approved (MSC)	
Current Budget	<p>Total PDC budget: \$3,598.52 (including \$850 rollover)</p> <ul style="list-style-type: none"> - \$1,765 is available for travel and conferences - Additional \$7,000 is available from equity budget for Teaching Spotlights <p>Equity budget for PDC approvals: unknown</p>	<p>Dean: Find out how much money is left in the equity budget for us to use in funding approvals/ requests.</p>
<p><u>New Business</u></p> <p>1. Best Practices Spotlight Project: Review of Contract for Videographer and Update on Newest Spotlight Selections</p>	<ul style="list-style-type: none"> - PDC reviewed the contract between the district and Jordan Urbanovich (side note: this contract was also approved by Virginia Diggle). Motion was MSC and approved unanimously by PDC with Jimmy abstaining from the vote. - Discussion of nepotism took place in which policies were reviewed, and was determined not applicable to the hiring of Jordan Urbanovich. - <u>Updated Spotlight Faculty:</u> <ul style="list-style-type: none"> • Jeff Cervantes- Flexible syllabus • Julie McKee- Class collage (socio-economic class) • Jeff Schmidt- Mini whiteboards for feedback • Sherri Wilson- students work on the whiteboards rather than on their own paper at their desks • Ted Phillips- Final paper (argue your grade) 	<p>Dean: contact our four Spotlights for Spring. They should expect to be contacted within the next 5-7 days and for their interviews to take place the week of April 11th. Explain purpose of this project and outline the logistics.</p> <p style="text-align: right;"> Jeff Cervantes Julie McKee Jeff Schmidt Sherri Wilson </p> <p>Bryan: find notes on "Best Practices Spotlights"</p>

		nomination form and rubric.
2. Update on PD Coordinator Position Selection Process	Two applicants for coordinator position. Search committee consists of Dean, Bryan, Breanna, Marina, and Robert.	
3. Final Review of April 12 Flex Day Schedule	<p>9:00am-1:00pm Vet Net Ally Training (rsvp required, email Robert McAtee)</p> <p>9:00-11:00am Web Content Management</p> <p>11:15am-12:30pm Perkins Workshop</p> <p>1:00-3:00pm Ed Master Plan</p> <p>2:00-5:00pm Safe Space Ally Training (no rsvp needed)</p> <p>4:00-5:00pm? Habits of Mind</p>	Dean: Check on the time for Habits of Mind time of presentation.
4. Conference Funding Requests: Hughes, Langenfeld, Tinoco, Garcia, Yau, Gunderson, Bartlett, Andrews, et. al.	<p>Hughes: \$410 MSC approved for PDC funding. \$195 tabled for clarification. When and what meeting is this for, and who is the registration for?</p> <p>Langenfeld: \$962 MSC approved for Equity funding. She is aware that if she accepts the money from campus funds, she is ineligible for a step increase for salary.</p> <p>Tinoco: \$395 MSC approved for PDC funding.</p> <p>Garcia: \$395 MSC approved for PDC funding.</p> <p>Yau: \$2,085 MSC for Equity funding. If equity funds do not apply, PDC will fund \$500.</p> <p>Gunderson: \$500 approved for Equity funding for conference attendance.</p> <p>Bartlett: \$378 MSC approved for PDC funding</p> <p>Andrews: \$5,000 MSC for Equity funding for Zach Anner \$750 MSC for Equity funding for Diversity Day</p>	<p>Dean: send approved EQUITY funding requests to Rebeccah.</p> <p>Bob: inform applicants of their approved funding request.</p>
Other Issues/ Announcements	<ul style="list-style-type: none"> - Diversity Day is May 10th. - Transgender Speaker during College hour on Thursday April 7th - April 16th is the Crafton Triathlon 	
Future Agenda Items and Important Dates	<ul style="list-style-type: none"> <input type="checkbox"/> Update the Faculty Handbook annually in spring (Breanna) <input type="checkbox"/> Spring Inservice- include "Diversity Day Planning" session to the agenda (Breanna) <input type="checkbox"/> Create policy around PDC funding for tuition of certificates vs. conference attendance. (If they accept campus funding, they may not be eligible for salary step increases) <input type="checkbox"/> Send campus team to the Strengthening Student Success Conference annually. 	
Adjourn	1:45pm	Next Meeting: April 15, 2016 @ 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.