

Crafton Hills College

Professional Development Minutes

Date: May 6, 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 (co-chair)

Trinette Barrie

Ryan Bartlett

Robert Brown

Robert Crise

Kristin Garcia

Tina Gimple (co-chair)

Rick Hogrefe

Marina Kozanova

Lynn Lowe

Bryan Reece (co-chair)

Lisa Schmidt

Jim Urbanovich

Keith Wurtz

Guest: Rhiannon

AGENDA ITEM	DISCUSSION	FURTHER ACTION
Call Meeting to Order	12:07pm	
Approval of Minutes	04/01/16 minutes approved (MSC)	
Current Budget	Unknown at this time.	Tina will have an updated budget next time.
New Business 1. Flex reports Review assignments	- Each committee member will be forwarded 5-10 Flex forms to evaluate. Approvals will be sent back to Tina for reporting. Unacceptable or questionable forms will be sent back to Tina for review by her and Bryan.	Tina: forward Flex forms to PDC members. PDC Members: review Flex forms and send comments back to Tina.
2. Update on PD Coordinator Position Selection Process	- PDC will fly the PD Coordinator position again at 100% and redo the application/interview process. - Until a new coordinator is selected, Breanna Andrews will hold the place of Faculty co-chair.	
3. IEAOC Proposal	In-service schedule presented (going over data, closing loops, and cleaning up SLOs, GEOs, ILOs). Part-time faculty will be invited (an ASL interpreter will be needed if ASL faculty will be present). Will be held in the Roadrunner Café. 8-8:30am Breakfast 8:30-10am "Talking Heads" 10-10:15 Break	Bryan: take proposal to Crafton Counsel on Tuesday to get their blessing on the schedule... then take it to the new President.

	<p>10:15-11:45 "Get it Done Session 1"</p> <p>11:45-12:45 Lunch</p> <p>12:45-2:15 "Get it Done Session 2"</p> <p>2:15-2:30 Break/transition</p> <p>2:30-? Division and Department Meetings</p>	
4. Expanding the PD Center:	<ul style="list-style-type: none"> - Rebrand and Re-Open as Daniel Bahner Center for Teaching and Learning (5/26, 4PM, LRC) - Expand Facility Usage: New Entrance with double doors and possible patio space. - Relocate Other Offices in Space to third floor of LRC - Programming: Part-Time Faculty Office Hours, CTA Get-Togethers, CSEA Get-Togethers, Department Meetings, Division Meetings, etc. - Regional PD center 	Bryan: Find money
5. Best Practices Video	<ul style="list-style-type: none"> - Jeff Cervantes, Julie McKee, Jeff Schmidt, Sherri Wilson - Contract for Jordan - Expanding the Videos: KVCR Programming; Digital Journal 	Tina and Bryan: get in touch with Jordan and get an update on this semester's videos.
6. Brandman Partnership	<ul style="list-style-type: none"> - We have a partnership with Brandman where they will offer Free Professional Development Promote Courses for Step and Column 	Bryan: Meet with Brandman about specifics on their PD activities, as well as course offerings for our employees.
7. Equity/BSI/SSSP Series	<ul style="list-style-type: none"> • How do we develop training on equity related topics for classified, faculty and managers? 	Bryan, Tina, and Breanna: look into Valley's Flex reporting tools and see if we can bring it to Crafton.
8. Organization	<ul style="list-style-type: none"> • Consolidate all Professional Development Monies (Equity, BSI, HR, SSSP, State, Diversity, Grants, other?) • Define Role of District, Role of College, and Division of State PD Money • Consolidate all PD Programming through Daniel Bahner Center 	<ul style="list-style-type: none"> - HR Professional Development needs to coordinate better with both colleges. Secret should be invited to each campus's PDC meetings.
Other Issues/ Announcements	<ul style="list-style-type: none"> - Diversity Day is on Tuesday May 10th. We will also have a guest speaker on the topic of Intersectionality at 1pm in LRC 231. 	
Future Agenda Items and Important Dates	<p>Breanna: Updating the Faculty Handbook</p> <p>Bryan: Review 6 nominations for "Best Practices Spotlights" and discuss how to formalize the nomination process (rubric that demonstrates access across disciplines).</p>	
Adjourn	1:27pm	Next meeting: Fall 2016!
Mission Statement	Vision Statement	Institutional Values
To advance the educational,	Crafton Hills College will be the college of choice for students who	academic excellence,

career, and personal success of our diverse campus community through engagement and learning.	seek deep learning, personal growth, a supportive community, and a beautiful collegiate setting.	inclusiveness, creativity, and the advancement of each individual.
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