

Crafton Hills College

Professional Development Minutes

Date: Fri Oct 7th 2016

Time: 12:00 – 1:30 pm

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:

Jonathan Anderson
Breanna Andrews
 Trinetta Barrie
 Ryan Bartlett
 Robert Brown
Robert Crise

Kristin Garcia
 Tina Gimple (co-chair)
Ruth Greyraven
Colleen Hinds (co-chair)
Marina Kozanova
 Lynn Lowe

Karol McCool
 Bryan Reece (co-chair)
 Lisa Schmidt
Jim Urbanovich
 Keith Wurtz
 Secret Brown

Guest: Rhiannon

AGENDA ITEM	DISCUSSION	FURTHER ACTION
1. Call Meeting to Order	12:01pm	
2. Approval of Minutes	Minutes approved (MSC)	
3. Budget Update:	\$1190-1415: conferences \$500: books \$650: speakers over \$20,000: Equity	
4. Updating the Faculty Handbook (Breanna)	The committee submitted edits to Breanna during the past 2 weeks. Those edits were made in the handbook. Additional forms were also added. The committee quickly reviewed the document once more and approved it. This is now the official faculty handbook for both part-time and full-time faculty members.	Colleen: Email this handbook out to the campus as well as have Kristi put it online in the necessary places.
5. Funding Approval - Breanna - Chelsea - Jimmy	- Breanna - \$199 approved from the Equity budget for film: Ways to Support Trans Students and Comply with Title IX Requirements and \$395 approved from the Equity budget for recorded webinar: Undocumented Students: Training Your Staff On Federal Policies & Service Needs. - Chelsea - denied. - Jimmy - \$1,000 approved from the Equity budget for "Equity Poetry"	Bob: Please inform everyone of their approval or denial of proposals.

	<ul style="list-style-type: none"> - June- \$435 approved from the Equity budget for “Mapping the Route: Re-Envisioning California Community Colleges” - NADOHE membership (\$500). Database of resources available for everyone to use. Approved by the group to move forward to use Equity money - Committee discussed the development of a clause being added to our finding request form stating faculty who request funding must have gone through at least one evaluation process. We decided to take it on a case-by-case basis. 	
6. PD Master Calendar Program Review Dates	<ul style="list-style-type: none"> - PDC approved the use of LRC 110 for Program Review dates. 	
7. Flyer Approvals	Will do via email.	Colleen: send out fliers.
8. What to do With Equity Money? <ul style="list-style-type: none"> - Conferences - Online Programs - Speakers 	<ul style="list-style-type: none"> - Permanent Medicine Wheel on campus. A sacred space on campus used for education, spiritual meditation, etc. The idea is to make our campus more welcoming to our Native American population. It seems there are many implications since it is focusing on one group. Historically, medicine wheels were used to bring different tribes together in one area where there was peace. We could take that approach to bringing our multiple cultures together in peace. Proposed location is where one of the “designated public forum space” is located. - Can Equity money be used for sculptures to be placed around campus? Yes, if it appeals to the specific focus groups within the Equity plan. - Can we use the money for books for the library or courses? Yes, if it appeals to the specific focus groups within the Equity plan. - On Course workshops. Professional group comes out to host 1-2 day workshops and some have a focus on equity. - CTA “Equity and Human Rights” conference in March 2017 - DiversityEdu online program. Offers various courses on diversity related topics. Purchase an amount of uses based on a specific amount of time. - NADOHE membership (\$500). Database of resources available for everyone to use. Approved by the group to move forward to use Equity money - Dia De Los Muertos presentation and other cultural celebrations (Cinco de Mayo, etc.) - Retreat around Equity 	<p>Colleen: email the campus letting people know what groups are covered under equity funding and if they want to purchase resources that educate/recruit/help the success of these groups, to submit fuding requests.</p> <p>Also, email the campus information of all the equity conferences that are out there.</p> <p>Breanna: look into “On-Course” workshop offerings... and move forward with NADOHE membership.</p> <p>Jimmy: talk to Ben Gamboa about creating an online simple survey for workshop participants.</p>
9. Roles/ Duties/Titles Equity Publisist/ Marketing Needs Advisor/ Review Other?	<ul style="list-style-type: none"> - Need to discuss further. Bring back to next meeting. 	
10. Marketing Strategies	<ul style="list-style-type: none"> - Need to discuss further. Bring back to next meeting. 	Colleen: Send campus survey to ask what they want to see happen in regards to PD, and find out what would make PD more appealing.

11. Flex day workshop ideas	January- Safe Space April 11- AB 540 and UndocuAlly	
12. Upcoming Agenda Ideas	Review designated public forum spaces. Invite Mike Strong.	
Adjourn	1:31pm	Next meeting: Oct 21st
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.