

Crafton Hills College

Professional Development Agenda

Date: Fri Sept 15th 2017

Time: 12:30 – 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:

Breanna Andrews

Kathy Bakhit (co-chair)
Trinette Barrie
Eva Marie Bell
Robert Brown

Robert Crise

Ruth Greyraven
Colleen Hinds
Sabrina Jaminez
Marina Kozanova

Lynn Lowe

Karol McCool
Laura Oliver
Kevin Palkki (co-chair)
Snezana Petrovic (chair)

Guest:

AGENDA ITEM	DISCUSSION	FURTHER ACTION
1. Call Meeting to Order & Minutes Approval	Meeting began at 12:35pm. Minutes approved MSC.	
2. Budget Update	\$500 books \$200 association fees \$2,500 conferences \$5,100 speakers Conference and Speaker budgets may be reversed. There is also equity money but is not exclusively for PD.	Snezana: double check on budget numbers and report back next meeting.
3. Flex Day 10/03	The tentative schedule for Flex Day was handed out to the committee. Committee was pleased with the offerings. - One suggestion was to rearrange the schedule by chronologically rather than by rooms.	Snezana: Contact Bob Miller to confirm Police's involvement in Flex Day activities. Edit order of workshops and add workshop descriptions to Flex flier, then email to the campus.
4. Displays- Visibility	- We need monthly calendars to lay out all events for the month (needs to be colorful and easy to read) - Weekly reminder emails (colorful and easy to read) - Printed fliers to put on people's doors (each person is responsible for their building) - A-frame Signs	

5. PD Logo		
6. Fall & Spring Workshops: What Days? What do we want and need?	<ul style="list-style-type: none"> - Disaster preparedness- What are your responsibilities as an employee? - CPR - CERT (community emergency response team) - How the Library can support your classes 	Continue brainstorming and planning process for Fall/Spring and Beyond
7. Conference Approvals	<ul style="list-style-type: none"> - Richard Hughes approved for \$500 from Professional Development Budget - Colleen Hinds approved for \$225 from Professional Development Budget 	Bob: Notify Richard and Colleen about the acceptance of thier proposals.
8. Faculty Handbook	Tabled for next meeting	Add to next meeting's agenda
9. PDC Self Evals 2016-2017	Awesome committee!	
Future Agenda Items	<ul style="list-style-type: none"> - Faculty Handbook (Ruth) - Continue Spring 2018 workshop brainstorming and calendar development - 10+1 Developing PD Policies - PD Planning Documents and Goals - Assigning tasks to PDC members 	Add to next meeting's agenda
Adjourn	1:32pm	Next meeting 09/29/17 at 12:30-1:30pm 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.