

# Crafton Hills College

## Professional Development Minutes

Date: Fri Oct 6th 2017

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"> <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:

**Breanna Andrews**  
Trinette Barrie  
**Eva Marie Bell**  
**Robert Brown**  
**Robert Crise**

**Tina Gimple**  
Ruth Greyraven  
**Colleen Hinds**  
**Sabrina Jaminez**  
Marina Kozanova  
Lynn Lowe

**Karol McCool**  
**Christopher Olivera**  
**Kathy Bakhit** (co-chair)  
**Kevin Palkki** (co-chair)  
**Snezana Petrovic** (co-chair)

**Guests:** Keith Wurtz, Laura Oliver, Nicholas Vence (potential new member)

AGENDA ITEM	DISCUSSION	FURTHER ACTION
1. Call Meeting to Order	12:06pm	
2. Approval of Minutes	Minutes approved MSC	
3. Guided Pathways Self-Assessment	Committee assessed themselves as being in “early Adoption” phase. Some deficiencies are in long term planning and carry through. Some of our deficiencies are due to lack of planning and lack of a full-time permanent coordinator.	Ketih will redo the back of the handout and email it to Snezana to discuss with the committee.
4. Budget Updates	<p><b>General PD Funds</b></p> <p>\$500 books \$100 association fees and subscriptions \$1,280 after conference approvals \$600 speakers</p> <p><b>Equity Funding for PD</b></p> <p>\$5720.27 Travel and Conferences \$3400 Speakers \$300 Dues and Memberships (D&amp;I membership) \$0 Reference Books \$1960 Food Supplies (Shared with COACH) \$3155.66 Food prepared meals (Shared with transfer trips and veterans) \$600 Supplies (shared with Veterans, transfer field trips, other equity efforts)</p>	Snezana: add “Budget Prioritizing” to our future agenda.

5. Equity Session Workshops	<p>Only three people have been attending. There is a huge attendance issue, especially in comparison to last year. We can bring fliers to Diversity and Inclusion committee to have them help advertise.</p> <p>In order to reach out to more people, we need to continue branding PD activities and advertising. Printing a booklet at the beginning of the semester was a great tool. We can also have our fulltimers directly reach out to the part-timers under them to help advertise them.</p> <p>Work with deans to build off of orientation days and in-service, as well as chairs to schedule workshops around their time of their department meetings (discipline specific workshops).</p>	<p><b>Snezana:</b> Add “for people who completed the series <u>AND</u> anyone else who is interested in making change on campus.” Also, email fliers to Diversity and Inclusion (Rebecca and Tina) to have them help advertise.</p> <p><b>Sabrina:</b> If time permits, make a short trailer video to help advertise equity sessions.</p> <p><b>Snezana:</b> Contact Steve from Curry leaf and see what we can get for the second round of Equity Sessions... AFTER we ask Rebecca for permission.</p>
6. Spring 2018 Workshops Schedule & Ideas	<p>Snezana asked PD members to write down workshop ideas that they can host onto a Spring 2018 calendar. A list of previously generated workshop ideas was also handed out to PD members.</p> <p><b>Other Ideas:</b></p> <ul style="list-style-type: none"> <li>- Budget and FTES</li> <li>- Boosting Morale on campus (In-Service?)</li> <li>- Bring alumni to host presentations</li> <li>- Understanding College Processes</li> <li>- Self Defense (Curtis Olivera)</li> <li>- Adjunct Education Series: Processes, Getting a Full Time Job, etc.</li> </ul>	<p><b>Snezana and Kathy:</b> Keep Part-time Orientation and Flex on the same day in the Spring (January 11<sup>th</sup>). Reserve space now :)</p> <p>Possibly start videoing sessions and put them online and email out. Stream on TVs around campus.</p>
7. Developing Budget Estimate of PD needs	Tabled for next meeting.	
Announcements	<p><b>Halloween:</b></p> <ul style="list-style-type: none"> <li>• 12-1pm Science Club Costume contest</li> <li>• Workout in the quad 1-1:50 Zumba and 2-2:50 Working out with Pumpkins.</li> <li>• 1-2pm Art Club in the Gallery: building of a “Day of the Dead” Stage (with food and drinks)</li> </ul>	
Adjourn	1:37pm	<b>Next Meeting: 10/20/17 at noon in LRC 110</b>
<p><b>Mission Statement</b></p> <p>To advance the educational, career, and personal success of our diverse campus community through engagement and learning.</p>	<p><b>Vision Statement</b></p> <p>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></p> <p>academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>