

# Crafton Hills College

## Professional Development Minutes

Date: Fri Dec. 01, 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**  
**Kathy Bakhit** (co-chair)  
**Trinette Barrie**  
 Eva Marie Bell  
**Robert Brown**

**Robert Crise**  
**Ruth Greyraven**  
 Tina Gimple  
**Nicolaus Vence**  
**Karol McCool**  
**Colleen Hinds**  
**JR Gutierrez** (student rep)

**Sabrina Jaminez**  
**Marina Kozanova**  
 Lynn Lowe  
**Christopher Olivera**  
**Snezana Petrovic** (chair)  
**Kevin Palkki** (co-chair)

#### Guests: Rebeccah Warren-Marlatt, Laura Oliver, and Communication Studies Students

AGENDA ITEM	DISCUSSION	FURTHER ACTION
1. Call Meeting to Order	12:10pm	
2. Approval of Minutes	Minutes Approved (MSC)	
3. AVID information from meeting on 11/28/17 @ Antelope Valley	Rebeccah, Snezana, and Souts attended an AVID meeting earlier this week. AVID is looking at being used in the college environment. Handouts were shared to give the committee an idea of what this could potentially look like at Crafton. Rebeccah wants input on if we think this would be a good idea for CHC. AVID program would have a large PD responsibility. There is no student enrollment requirement and should be looked at for our whole student population. Costs ranged from \$5,500 to \$29,000. AVID deliverables for the cost include: Resources, PD materials, syllabi for first year seminar, monthly coaching calls, registration for various workshops and conferences, models for success, subscription to AVID magazine, assistance in grant writing, and other program materials. Rebeccah believes this is a cost that would fit appropriately into Equity Funding and that the SEE committee would likely approve these costs. The question lies: Do we want to adopt this as a new program (or not), or take pieces of it and use it as glue to hold together and improve the programs we already have? The next AVID conference will be January 30-31, 2018.	<b>Snezana:</b> reach out to contact person and inform them that Crafton is interested in learning more about AVID as well as having other campuses coming to campus to share their experiences.
4. Flex & Part Time Orientation Schedule	Tentative schedule for spring Flex and PT Welcome (Back) Day was handed out to committee members. It combines FLEX and PT Welcome (Back) Day as one, with a short break at 5pm for light dinner and signing contracts, followed by a group discussion from 6-7pm.	<b>Snezana:</b> Invite Student Services and HR to set up tables for

	It would be great to have student services tables out in the lobby during the 5pm hour and include an HR table as well. Another idea would be to have department highlight videos running in each room during the 5pm hour.	PT Welcome Back Day at 5pm.
5. STARFISH/Canvas integration demo & presentation	Breanna showed the committee what Starfish/Canvas integration will look like and the features it will include (grade visibility and automatic flags).	<b>Breanna:</b> email Wei to request speaking time at In Service and create a flier to advertise this info.
6. Conference updates	The committee reviewed the Equity Rubric for Nick's proposals and deemed them appropriate for Equity Funding. Nick's conference request was approved.	<b>Marina:</b> complete the rubric for CLTA conference and return to Snezana and Rebeccah. <b>PDC Members:</b> watch out for email approval request
7. Future agenda Spring workshops, Black History Month, Self evals	Tabled for meeting on December 15 <sup>th</sup> .	
Adjourn	1:47pm	<b>Next meeting (opt.) on Dec. 15th</b>
<b>Mission Statement</b> To advance the educational, career, and personal success of our diverse campus community through engagement and learning.	<b>Vision Statement</b> 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.	<b>Institutional Values</b> academic excellence, inclusiveness, creativity, and the advancement of each individual.