

Crafton Hills College

Date: Fri. April. 05, 2019
 Time: 12:00 pm – 1:30 pm
 Location: LRC-110

Professional Development Minutes

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-maternity
Trinette Barrie
 Eva Marie Bell
 Robert Brown
 Mary Bender
 Tina Marie
 Catherine Hendrickson

Marina Kozanova
 Rhiannon Lares
 Lynn Lowe
 Rebecca Warren-Marlatt
 Colleen Maloney-Hinds
 Christopher Olivera

Alex Jaco
Melissa Berube
 Ruth Greyraven- sabbatical
Snezana Petrovic (chair)
Kevin Palkki (co-chair)
Dr. Keith Wurtz (co-chair)

Guests: Alyssa Taylor

AGENDA ITEM	DISCUSSION	FURTHER ACTION
1. Call Meeting to Order & Minutes Approval	The committee approved minutes from March 22, 2019 as written.	
2. Updates	Teachers Teaching Teachers went great.	Snezana will send out the email link for Realizing the Visions for Success.
3. Flex Day	Committee expressed concerns due to spreading Flex Day scheduling to thin, moving forward with Flex Days in the future the committee suggested to take AVID out of Flex Day and make it its own entity.	Possibly change the look of Flex Days Flyer.
4. Review of PD Funds Request Forms	Committee discussed was to change the form and or process for PD funding request. Trinette recommended anything under \$999 and in state has to be in 30days prior to conference and anything out of state and over \$1000 has to be request 60 days prior. Snezana recommended having a workshop on the next Flex Day on how to properly fill out a conference request form for PD.	Snezana will make a flow chart for how the process works
5. Cultural events Parameters	Committee will support and financially help Cultural Events up to \$500.00, Proper paperwork and request forms must be in to PDC 3 months or sooner prior to event.	
6. Herbivore booth	Committee decided on not doing a booth this year due to not being able to prepare in short amount of time.	

7. Budget	Reference Books- 422000- \$80.04 Meals and Refreshments- 475000- \$0.00 Consultants and other services- 511300- \$500.00 Travel and conference- 520000- \$2117.00 Dues and memberships- 531000- \$50.00	
8. Conference/PD funds requests	DJ Hawkins- \$947- sent to Equity James Urbanovich- \$940.00- sent to Equity Chris Olivera- \$840.00- Denied Chris Olivera- \$500.00- Approved	
9. Future Agenda	Ask Dean to attend next PD meeting and have a discussion on Part-time Faculty Orentation/Signing.	
Meeting Adjournment		Next Meeting 04/19/2019
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.