

Crafton Hills College Professional Development Minutes	1st and 3rd Fridays Date: Friday, October 21, 2022 Time: 12:00 pm – 1:30 pm Location: Zoom Hyperlink
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The Professional Development Committee reports to the Crafton Council and relies on research and evidence-based decision-making to inform professional development activities that encourage collaboration and conversations to promote equity-driven inclusive practices. The PDC completes this work by focusing on:

- Working with campus group representatives, such as unions, Senates, special projects, and other participatory governance committees, to create and foster a broad array of Professional Development activities that focus on equity-driven inclusive practices
- Engaging with faculty and staff from all areas to support professional development that addresses student needs (e.g.: career and academic pathways, educational planning, instructional support, etc.)
- Collaborating with research to develop, collect, and review data from a variety of surveys and assessments
- Developing, planning, scheduling, promoting, and facilitating Flex and In-Service activities
- Building activities that help people to 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
- Promoting learning opportunities with other institutions, organizations, and professional networks that fulfill our mission as a community college
- Reviewing and recommending approval of funding requests for professional development materials, workshops, and conferences

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	
1. Student Access and Success	5. Community Value
2. Inclusiveness	6. Effective, Efficient and Transparent Processes
3. Best Practices for Teaching and Learning	7. Organizational Development
4. Enrollment Management	8. Effective Resource Use and Development

Members			Guests
Kashaunda Harris (co-chair)	Ashley Hayes	Delmy Spencer	Ginger Sutphin
Tina Gimple (co-chair)	Richard Hogrefe	Dave Stevenson	Megan Moore - Interpreter
Kay Weiss (co-chair)	Marina Kozanova	Diana Vaichis	Jenn Diggans-Interpreter
Carrie Audet	Natalie Lopez	Keith Wurtz	Ruby Zuniga
Trinette Barrie	Colleen Maloney-Hinds	Souts Xayaphanthong	
Lauren Bond	Brandi Mello	Butch Zein	
Cherishea Coats	Chris Olivera	Isidro Zepeda	
Ruth Greyraven	Ivan Peña		

AGENDA ITEM	DISCUSSION	FURTHER ACTION
Call meeting to order & approval of the minutes (5 minutes)	Meeting was called to order at 12:01 pm. M: Colleen Sc: Marina -Approved by consensus 12:02pm.	None.
Funding Requests/ Budget Updates	Current budget: Meals/Refreshments - \$500 Travel/Conferences (PD)- \$7250 (pending final decisions on SEA guidelines) Travel/Conferences (SEA) – \$2851 (pending final decisions on guidelines) Reference Books – \$400 Dues - \$200 Speakers/Consultants – \$1200 Awards/Giveaways - \$500 Supplies - \$500	

	<p>Request:</p> <ol style="list-style-type: none"> 1. Souts Xayaphanthong (Puente Equity Summit - \$100) M: Rick Sec: Colleen. Approved by consensus for Equity funds. 2. Elizabeth Johnson (HACU - \$250) – retro request M: Rick Sec: Colleen Approved by consensus for Equity funds. 3. Melissa Cline (Supplies and Reference Books - \$500) M: Colleen Sec: Rick -This request will be forwarded and purchased by the Kinesiology department. 4. Peter Gend (20 Books to 50K Conference - \$600) M: Rick Sec: Colleen. Approved by consensus for PD funds. 5. Cassundra White-Elliot (JSPAC Annual Equity Training) 6. M: Colleen Sec: Isidro (\$984 Equity) Approved by the majority for Equity funds. Y: 10 N: 3 Ab: 1 	
<p>QFE - Classified Workshop Needs</p>	<ul style="list-style-type: none"> Classified professional data (12:33 pm) <p>Ruby Zuniga presented classified professional development survey results from 2021SP utilizing Caring campus, classified senate, and PD evaluations. This included information about what workshops classified would like to see added to the course offerings.</p> <p>The document presented was also emailed to the committee. Pulled data from the faculty survey and PD survey needs were presented. The surveys were broken into four (4) themes. Teaching and Learning, Stress Mgmt and Employee Wellness, Workplace effectiveness and Interpersonal Skills, and Diversity Equity, & Inclusion. Also reviewed were the following: Preferred Format, Duration, and days/times. Classified identified the following days and times for their preferences to when meetings should take place: (TH/F) 1-3 pm, 10-12 pm, and 3-5 pm (in this order).</p> <p>What can PDC do better to meet your needs? Offerings Th/F and preferably at these times 1-3 pm, then 10-12 pm, and 3-5 (4 pm).</p> <p>2021FA -2022SP - Recurring themes again in the last year. PD surveys reviewed. Suggested improvements and future workshops were presented. Consider having classified workshop/s days/times for January.</p>	
<p>Spring Flex and In-service Planning</p>	<ul style="list-style-type: none"> Joint Flex Day activities with SBVC (1mmmmmm) <p>The Academic Senate reviewed the template at the meeting. Fewer days in the spring than in the fall. The schedule was reviewed with Raina Hamdy (SBVC). Options for FLEX will be joint efforts with Valley.</p> <p>There was a suggestion of recording sessions for asynchronous options.</p> <p>Adjunct OA - no options presented. Any recommendations? Areas of focus? The following suggestions for topics were made; ungrading, Researching New Techniques, and SLOs. The SLO conversation was expanded to how to use the form, rankings, and how the research will be used. There was a suggestion that there is a gap as to how you test something, evaluate it, or know what happens to this information next. A new name-associated pedagogy approach from someone outside would be helpful in this area. We should take the approach of learning the basics-</p>	

	<p>understanding types of objectives and how they are measured. We could show faculty how to integrate links to the SLO from quizzes. Teach new techniques that will integrate into the SLO and once that is set up, you don't have to change it. New quizzes are still in beta mode. Communication studies automated assessment at the end of the course. This has been helpful in that it takes away work from the adjuncts.</p> <p>Other workshop topics were discussed such as understanding your learners and integrating the learning styles into their course/s. Designing lesson plans, what services are available to our students, and alternative assessment methods.</p> <p>How do we engage part-time faculty to participate and present? Survey our adjuncts for training topics and times to offer them. Additional workshop ideas were presented, syllabus content workshop, grading in Canvas, extra credit grading, and common mistakes.</p> <ul style="list-style-type: none"> • Keynote speaker recommendations (1:22 pm) President Horan has requested we bring in a keynote speaker. Please send your recommendation. <p>Regina Stanback Stroud and Victor Rios were recommended.</p> <p>Another suggestion was to provide a mini version of TED Talks 5 -7 minute talks and maybe 3-4 during the keynote.</p> <p>10+1 training may be at SBVC on Friday. Kashaunda will follow up with President Horan on this. Thurs/Friday Online choices.</p> <p>Excel tips and tricks -Pivot tables, duplicates, conditional formatting.</p> <ul style="list-style-type: none"> • Spring schedule updates 	
New Faculty Orientation	<ul style="list-style-type: none"> • MOPED recommendations for fall/spring schedule 	
Committee Reports	<ul style="list-style-type: none"> • Academic Senate • Classified Senate • Other committees 	
Other Committee Business	<ul style="list-style-type: none"> • 2022 - 23 Faculty Handbook update • 4CSD Conference <p>Kashaunda suggested that there were a lot of good ideas for activities presented, Flex and In-service were reviewed and suggested changes were made.</p> <p>Meeting adjourned at 1:35 pm.</p>	
Future Agenda Items	<ul style="list-style-type: none"> • April in-service planning • Spring activities 	

<p>Mission Statement</p> <p>The Crafton Hills College mission is to change lives. We seek to inspire our students, support our colleagues, and embrace our community through a learning environment that is transformational. Crafton Hills College welcomes everyone and is committed to</p>	<p>Vision Statement</p> <p>To empower the people who study here, the people who work here, and the people who live in our community through education, engagement, and innovation.</p>	<p>Institutional Values</p> <p>We rely on the following values to support our vision and mission:</p> <ul style="list-style-type: none"> ▪ Respect: To champion active listening and open dialogue within our community. ▪ Integrity: To uphold honesty in our interactions and academic pursuits and maintain community collaboration.
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working with students from diverse backgrounds. The College has an exceptional learning environment built on a tradition of excellence, a talented faculty, a driven student body, a committed staff, with passionate leadership and community support.

- Diversity & Inclusion: To promote a welcoming environment through equitable and antiracist practices in all aspects of our work.
- Innovation: To actively grow and adapt to support our mission and vision through a willingness to embrace new perspectives and new ideas.
- Leadership: To develop and inspire current and future leaders through professional development, mentorship, education, and experience.
- Sustainability: To be a leader in our community by reducing environmental impact with practices that meet the needs of the present without compromising the future.