

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) Tina Gimple (co-chair) Kay Weiss (co-chair) Carrie Audet Trinette Barrie Jessica Beverson Lauren Bond Rejoice Chavira	Cherishea Coats Laurie Green Ruth Greyraven Ashley Hayes Richard Hogrefe Marina Kozanova Natalie Lopez Brandi Mello	Chris Olivera Ivan Peña Delmy Spencer Keith Wurtz Souts Xayaphanthong Butch Zein Ginger Sutphin Diana Vaichis Ciera Divens

AGENDA ITEM	DISCUSSION	FURTHER ACTION
Call meeting to order & approval of the minutes (5 minutes)	The meeting was called to order at 12:01 p.m. Minutes were reviewed and a motion was made by Natalie and seconded by Rejoice. Minutes approved at 12:11 p.m.	
Welcome and Review of Committee Charge	Those in attendance introduced themselves.	
Funding Requests/ Budget Updates	Current budget: Reference Books - \$250.00 Non-Instructional Supplies - \$350.00 Meals and Refreshments - \$350.00 Speakers/Consultants - \$2000.00 Travel/Conferences - \$13,500 Pending (-\$705.00) Travel (SEA) - \$12,750 Dues - \$200 Awards/Giveaways - \$500	

	<p>Funding requests:</p> <ul style="list-style-type: none"> • Lauren Bond - \$1200 (120th Annual Pacific Ancient and Modern Language Association (PAMLA) Conference) https://www.pamla.org/pamla2023/ Motion: 1000 total PD/Equity 2nd: Ashley. The motion passed at 12:16 p.m. • Rejoice Chavira - \$204.36 (2023 CSU Community College Counselor Conference) https://www.calstate.edu/attend/counselor-resources/counselor-conferences Motion: (Registration & Mileage) Souts 2nd: Chris. The motion passed at 12:17 p.m. 	
QFE - Fall In-service Survey Results	<ul style="list-style-type: none"> • Pros and cons Diana provided the information and reviewed the feedback from the fall in-service and flex activities. 87 evaluations were submitted. There was an increase in the number of evaluations received, which has been a goal of the committee. 	
PD Needs Assessment Survey	<ul style="list-style-type: none"> • Updates to previous survey • Campus-wide survey • Distribution dates <p>Needs assessments are required by each committee every 2-3 years. This allows us to ensure that we providing offerings/topics that are needed. The last assessment was done in 2020SP. Diana reviewed what other colleges have offered, old requests/suggestions for presentations we may not have offered yet, etc.. Preference for learning (format, how they are accessing, scheduling, etc.)</p>	Review the survey questions and make recommendations for changes.
Input on Updates	<ul style="list-style-type: none"> • PD webpage We want to remove the links that are no longer applicable. • Funding Request Form Kay, Ginger, and I have begun working on the request information page and request form. These changes were reviewed. • Faculty Handbook There are some changes that need to be made to this document and now that Chris has made this is a live document. Division and department need to be updated to reflect the recent changes. 	Please review the current webpage to see what we need to change, remove, etc. Note: Review notes from the sub-committee that reviewed this webpage.
ZTC/OER	<ul style="list-style-type: none"> • Workshop/webinar options • Conference funding <p>This ZTC committee will be pulling together and making changes. There was a ZTC week planned; however, since we have a new dean overseeing this committee, this week is currently on hold and we will provide more information as it comes forward. ZTC funding will also be creating guidelines for their funding and if the approval comes to this committee Kay wishes for another line to be added to the new request.</p>	When ZTC funding guidelines have been created and a process identified we will update the committee.
Fall PD Activities/Events	<ul style="list-style-type: none"> • Workshops/Brown Bag • Lunch & Learn • Off-campus meet Ups/activities • Community groups 	
Committee Reports	<ul style="list-style-type: none"> • Academic Senate <ul style="list-style-type: none"> ○ MOPED -There have been a few changes to this sub-committee (mentorship, onboarding, and PD). This 	

	<p>committee will now be co-chaired by Souts and Rejoice.</p> <ul style="list-style-type: none"> Classified Senate Other committees -Valuing Equity (VESPA) committee is looking for a chair for this committee 	
Other Committee Business	<ul style="list-style-type: none"> Committee proxy - Kashaunda is looking for a proxy for the District's Institutional Effective Advisory Committee this meeting meets via Zoom every 4th Thursday from 10 am - 11:30 am. 	Please let Kashaunda know if you are interested in being a proxy.
Future Agenda Items	<ul style="list-style-type: none"> Updates and planning during the summer <ul style="list-style-type: none"> PD calendar Tenure Track Academy Planning for Spring In-service (3 full days) <p>The meeting adjourned at 1:24 p.m.</p>	

<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 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.</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. 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.
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- 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.