

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 (tri-chair) Sare Butler (tri-chair) Open (CSEA tri-chair) Carrie Audet Trinette Barrie (SA) Jessica Beverson	Cherishea Coats Ciera Divens Jodi Hanley (SA) Ashley Hayes (SA) Steve Hellerman Richard Hogrefe (SA)	Brandi Mello Chris Olivera Delmy Spencer Keith Wurtz Souts Xayaphanthong Butch Zein (SA) (SA = Senate Appointment)
		Ginger Sutphin JJ Interpreter Bethany B -Interpreter Zina Egbe – Interpreter Kayla- Interpreter

AGENDA ITEM	DISCUSSION	FURTHER ACTION																
Call meeting to order & approval of the minutes	The meeting was called to order at 12:04 pm. The minutes were reviewed. A motion to approve was made by Butch and seconded by Jessica. Souts abstained. Approved at 12:07pm. We may move to consent in the future; however, we may still need to vote on things having to do with the budget.																	
Funding Requests/ Budget Updates	Current budget: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Reference Books</td> <td style="width: 50%; text-align: right;">\$250</td> </tr> <tr> <td>Non-Instructional Supplies</td> <td style="text-align: right;">\$350 (binders, etc. Tenure Track)</td> </tr> <tr> <td>Meals/Refreshments</td> <td style="text-align: right;">\$250 (tenure track, bakeoff)</td> </tr> <tr> <td>Speakers/Consultants</td> <td style="text-align: right;">\$1,425 (FLEX-financial ½, sound bath)</td> </tr> <tr> <td>Travel/Conferences (PD)</td> <td style="text-align: right;">\$12,094.89</td> </tr> <tr> <td>Travel/Conferences (SEA)</td> <td style="text-align: right;">\$ 5,000</td> </tr> <tr> <td>Dues/Memberships</td> <td style="text-align: right;">\$200</td> </tr> <tr> <td>Awards/Giveaways</td> <td style="text-align: right;">\$500</td> </tr> </table> We are working with Kristi Simonson to ensure that the PD travel request form is coming to Kashaunda, Sara, and Ginger. If you know	Reference Books	\$250	Non-Instructional Supplies	\$350 (binders, etc. Tenure Track)	Meals/Refreshments	\$250 (tenure track, bakeoff)	Speakers/Consultants	\$1,425 (FLEX-financial ½, sound bath)	Travel/Conferences (PD)	\$12,094.89	Travel/Conferences (SEA)	\$ 5,000	Dues/Memberships	\$200	Awards/Giveaways	\$500	
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	someone that has submitted a request, please let us know so that we can ensure that we get them all.	
Tri-chair update	<ul style="list-style-type: none"> Classified employee approval of Ciera Divens 	
Fall Events and Activites	<ul style="list-style-type: none"> Veteran’s Day Student Panel (Jodi, Ashley, Rick) Reached out to Steve in the Veteran’s Center and he has a group of studnets that are interested. Potential date, venue, and questions are needed. Mini Lectures (Ashley and Paul Jacques) Ashley - possibly a hybrid option on 11/22/24. Wellness Activity (Kashaunda, Ashley, Butch) -Ed Master Plan and District. Email sent and recommendation have been received. Melissa Klien from KINS said they would be willing to present on yoga, palates, nutrition, and women’s health. International Holiday Bake-off – We need a small committee to put this together for scoring, signs, set-up, etc. We were able to use the campus holiday party decorations last year. We need to pick a date and time. Wednesday, December (first week) from 11am-1pm. 	
Planning for Spring Flex & In-service	<ul style="list-style-type: none"> Keynote Speaker If you have been to a conference or heard a speaker that would be good, please let us know. <ul style="list-style-type: none"> -NCORE – Research initiative – study on how to move the needle for transfer for black males. -Freedom Writers- Erin Gruwell– EOPs conference – Is working with YCUSD and was extremely interested in working with CHC. Mandatory DSO Training(s) Results of the compressed calendar – What you can expect Academic Changes -Compressed Calendar (all campus?), Common Course Numbering, IGETC, Booksaver, etc. Workshop Topics <ul style="list-style-type: none"> -DE workshops remain popular (will extend times due to feed back). -All day liquid syllabus training -SLO new submissions process, disgregated data (adjunct and full-time) how to look at and use it -Academic freedom versus hate speech (election related) -Artificial Intellegence -Disability (dylexic, hard of hearing) and access training – AB2821 -Safe Space AllyTraining (Rick, Breanna) -Facilities request software training -Fire Extenguisher training (Nov) -Adjunct Orientation – Tech Services want to presente DUO. This will be needed to log grades, etc. -Mandartory workplace violence -USC training results -what can we do differently. -All faculty staff moving to DE in emergency situations. -JAWS movie at the pool 8’ deep (Michelle?) -Training on singal sign on (SSO) -Zoom premium accounts,etc. -Mandated reporter training (District) AVID workshop Classified Specific Workshop Options 	

Committee Reports	<ul style="list-style-type: none"> • Academic Senate <ul style="list-style-type: none"> ○ MOPED -Review faculty handbook along side VESPA • Classified Senate – Chili Cookoff – October 31st. Prized for chili and costumes. • Other committees 	
Other Committee Business	<ul style="list-style-type: none"> • Tenure Track Academy A CANVAS shell has been created for resources. Newly tenured faculty will come in to discuss syllabi best practices and the tenure process itself. Gio/Diane Reseach will be there to discuss the Equity and Ed Master plans and their contrigutions 	
Future Agenda Items	<ul style="list-style-type: none"> • Spring Great Teachers Seminar (collaboration with Valley) - looking to move it to before spring break, to help with building their courses in the fall. <p>The meeting was adjourned at 1:27pm.</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. ■ 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.
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