

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.

<b>Educational Master Plan Strategic Directions</b>	
1. Student Access and Success 2. Inclusiveness 3. Best Practices for Teaching and Learning 4. Enrollment Management	5. Community Value 6. Effective, Efficient and Transparent Processes 7. Organizational Development 8. Effective Resource Use and Development

<b>Members</b>		<b>Guests</b>
<b>Kashaunda Harris (tri-chair)</b> <b>Sare Butler (tri-chair)</b> <b>Open (CSEA tri-chair)</b> Carrie Audet Trinetta Barrie (SA) <b>Jessica Beverson</b>	Cherishea Coats Ciera Divens <b>Jodi Hanley (SA)</b> Ashley Hayes (SA) Steve Hellerman Richard Hogrefe (SA)	<b>Brandi Mello</b> <b>Chris Olivera</b> Delmy Spencer Keith Wurtz <b>Souts Xayaphanthong</b> <b>Butch Zein (SA)</b>  (SA = Senate Appointment)
<b>Ginger Sutphin</b> <b>JJ – Interpreter</b> <b>Audrey McCann- Interpreter</b>		

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>FURTHER ACTION</b>																
Call meeting to order & approval of the minutes	The meeting was called to order at 12:03pm. The minutes from the October 4 <sup>th</sup> meeting were reviewed. Motion to approve was made by Butch and seconded by Chris. The minutes were approved by consensus at 12:04pm.																	
Funding Requests/ Budget Updates	<b>Current budget:</b> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Reference Books</td><td style="text-align: right;">\$80</td></tr> <tr><td>Non-Instructional Supplies</td><td style="text-align: right;">\$350</td></tr> <tr><td>Meals/Refreshments</td><td style="text-align: right;">\$250</td></tr> <tr><td>Speakers/Consultants</td><td style="text-align: right;">\$1425</td></tr> <tr><td>Travel/Conferences (PD)</td><td style="text-align: right;">\$12,265.89</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;">\$700</td></tr> </table> <p>These are the most updated number as of today.</p>	Reference Books	\$80	Non-Instructional Supplies	\$350	Meals/Refreshments	\$250	Speakers/Consultants	\$1425	Travel/Conferences (PD)	\$12,265.89	Travel/Conferences (SEA)	\$ 5,000	Dues/Memberships	\$200	Awards/Giveaways	\$700	
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4CPD Conference Recap	<ul style="list-style-type: none"> <li>• Changes to Flex</li> </ul>																	

	<ul style="list-style-type: none"> <li>Idea for Employee Appreciation</li> </ul> <p>Focused on self care especially since most coordinators have multiple hats.</p> <p>PD Title 5 regulations -PD team is working with the Chancellors office to adjust PD . At the end of each year we put together a report; however, this report will go from annually to every 3 years. Initially the FLEX program 55720 Article 2, will now designate a certain amount of time for all employees (FT, PT, Classified, and student workers. This) may also occur any time during the year. This could mean more time for classified to participate. This will take place with the language change in Title 5 list of Flex activities/guidelines.</p> <p>Making sure our campuses were up to date on new policies – Common Course Numbering (CCN) project has been extended to July 2027.</p> <p>Course Outlines (AB1705) must now include a DEAI component.</p> <p>Some colleges have a focused employee appreciate day/week. Some of the ideas included:</p> <ul style="list-style-type: none"> <li>Appreciation notes to faculty;</li> <li>Flower grams;</li> <li>Talent show (faculty);</li> <li>Faculty/classified awards – lunch;</li> <li>Different awards (above and beyond, diversity award)</li> </ul>	
Fall Events and Activities	<ul style="list-style-type: none"> <li>Veteran’s Day Student Panel: work with Steve Rush More promos for early November will be coming out.</li> <li>Mini Lectures Ashley will be presenting a poetry workshop to faculty and wants to do a poetry slam between CHC, Valley, and District. Chloe and Ed referred 3 faculty members they would like to hear from (i.e., Paul Jacques)</li> <li>Wellness Activity Melissa Cline – Yoga and meditation.</li> <li>International Holiday Bake-off: Scheduled for Dec 4<sup>th</sup> from 11am to 1pm (9am set-up, drop off, ballots). Volunteers needed.</li> </ul>	
Planning for Spring Flex & In-service	<ul style="list-style-type: none"> <li>Keynote Speaker NCORE conference recommendation from Mariana, the RP Group on moving the Needle for Black Men in Community Colleges. Jessica mentioned a speaker from Hispanic Heritage meeting– Sheyla Rivera (Areospace ENGL, education).</li> <li>Mandatory DSO Training(s) Kashaunda reached out to Joe Cabrales for training on the new Course Dog for department chairs specifically for scheduling purposes. Facilitators will also be using this system. Will reach out to Kristina Hannon to work on the mandated reporter training. Safety training days</li> <li>Workshop Topics</li> </ul>	

	<p>Excel spreadsheet with all the suggested topics was sent with the agenda. Also the FLEX agenda for spring was also reviewed and adjusted.</p> <p>DE, AI, Harmonized, syllabus training, peer evaluation/evaluation training (examples), Fun-Karaoke, faculty/staff poetry slam in April, active shooter training (active participation/mock event), threat walks, accessibility training (SAS),</p> <ul style="list-style-type: none"> <li>• AVID workshop</li> <li>• Classified Specific Workshop Options</li> </ul>	
Committee Reports	<ul style="list-style-type: none"> <li>• Academic Senate <ul style="list-style-type: none"> <li>○ MOPED</li> </ul> <p>Mike Strong 2027 plan asking for feedback on 3. &amp; 3.4 designing of space and what needs to get fixed. What are we going to do with the 3<sup>rd</sup> floor of the library. Add comments to documents on AS Site.</p> <p>VESPA- Academic freedom senate- will take to Valley to adopt and if they agree they may ask for it to be included in our CBA.</p> <p>Review course schedule block concept has been finalized and approved.</p> <p>Student Senate- open invitation to attend student senate.</p> </li> <li>• Classified Senate – Chili Cook Off will take place October 31<sup>st</sup>.</li> <li>• Other committees - Día de los Muertos</li> </ul>	
Other Committee Business	<ul style="list-style-type: none"> <li>• Tenure Track Academy – we are moving along with our schedule and new things are coming up. Online course train the training OFAR Open to F Against Racism (Spring academy)</li> <li>• One book one College – Next Friday – A week from today – on November 1<sup>st</sup> 11-12 Dr. Rafiki - Obtavia Bulter and Parable.</li> <li>• Club Rush – Halloween Competition.</li> </ul>	
Future Agenda Items	<ul style="list-style-type: none"> <li>• Spring Great Teachers Seminar (collaboration with Valley)</li> </ul> <p>The meeting was adjourned at 1:29pm.</p>	

<p><b>Mission Statement</b></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><b>Vision Statement</b></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><b>Institutional Values</b></p> <p>We rely on the following values to support our vision and mission:</p> <ul style="list-style-type: none"> <li>■ Respect: To champion active listening and open dialogue within our community.</li> <li>■ Integrity: To uphold honesty in our interactions and academic pursuits and maintain community collaboration.</li> <li>■ Diversity &amp; Inclusion: To promote a welcoming environment through equitable and antiracist practices in all aspects of our work.</li> <li>■ Innovation: To actively grow and adapt to support our mission and vision through a willingness to embrace new perspectives and new ideas.</li> <li>■ Leadership: To develop and inspire current and future leaders through professional development, mentorship, education, and experience.</li> <li>■ 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.</li> </ul>
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