

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
<b>Kashaunda Harris (tri-chair)</b> <b>Sara Butler (tri-chair)</b> <b>Ciera Divens (tri-chair)</b> Trinette Barrie Lauren Bond Cherishea Coats	Danae Hart Steve Hellerman Richard Hogrefe Richard Hughes Veronica Lehman Brandi Mello	Belinda Navarrete Chris Olivera Jillian Robertson Keith Wurtz <b>Souts Xayaphanthong</b> Butch Zein	Ginger Sutphin Cynthia Hamlett-DE Director Interpreter -Ben Interpreter - JJ Ruby Zuniga

AGENDA ITEM	DISCUSSION	FURTHER ACTION
Call meeting to order & approval of the minutes (5-2-25)	The meeting was called to order at 11:32am.	
Welcome and approval of minutes	The minutes were reviewed. A motion to approve was made by Chris and seconded by Sara. The minutes were approved by consensus at 11:34am.	
Funding Requests/ Budget Updates	<b>Current budget:</b> Reference Books                    \$250 Non-Instructional Supplies        \$250 Printing                                 \$ 170 Meals/Refreshments                \$492.32 Speakers/Consultants               \$2,000 Travel/Conferences (PD)            \$13,500 Travel/Conferences (SEA)         \$9,500 Dues/Memberships                   \$200 Awards/Giveaways                   \$500	We need to ensure that we are following the Equity ruberic when approving funding requests. An example was provided as to what should be included in the Equity requests.

	<p>Pending Request:</p> <ul style="list-style-type: none"> <li>Brandi Bailes (FT Math) - ASCCC's Annual Fall Plenary Session (presenter). <b>\$500 PD</b> and <b>\$500 Equity</b> <a href="https://asccc.org/events/2025-fall-plenary-session">https://asccc.org/events/2025-fall-plenary-session</a></li> </ul> <p>A motion to approve \$1000 was made by Jillian and seconded by Danae. The motion was approved by consensus at 11:41 am.</p> <ul style="list-style-type: none"> <li>Melissa Cline (PT Kin.) – National Assoc. of Kinesiology in Higher Education (presenter). <b>\$500 PD</b> and <b>\$500 Equity</b> <a href="https://www.nakhe.org/2026_NAKHE_Conference_Schedule.html">https://www.nakhe.org/2026_NAKHE_Conference_Schedule.html</a></li> </ul> <p>A motion to approve \$1000 was made by Sara and seconded by Jillian. The motion was approved by consensus at 11:42 am.</p> <ul style="list-style-type: none"> <li>Chris Olivera (FT Microbio.) – ACCCA's Admin 001 Virtual Program. <b>\$250 PD</b> for membership fees (if accepted). <a href="https://accca.org/civicrm/event/info/?reset=1&amp;id=61">https://accca.org/civicrm/event/info/?reset=1&amp;id=61</a></li> </ul> <p>A motion to approve the membership fee of \$250 if approved was made by Jillian and seconded by Sara. The motion was approved by consensus at 11:45am.</p>	<p>Delmy is looking to see if there are additional funding for faculty to attend plenary.</p>			
Flex and In-service Survey Results	<p>Ruby provided the results during in-service and professional development. We received a 120 response. 44% for Flex Day and 56% for In-Service days. Some responses were excluded due to missing information.</p>				
RSI PD Pathway – Cynthia Hamlett	<p>Cynthia presented information on RSI or Regular and Substantive Interaction and the focus of what will be included in the ACCJC review. Our goal is to have faculty understand the fundamentals of RSI and how it can be interegrated it into their courses. Microcourses (professional deveopment) will be developed along with badges and when all are completed a major badge will be awarded. A course concept was reviewed. Also mentioned were ACCJC trainings and policies that we have in place.</p>				
Calendar of events	<ul style="list-style-type: none"> <li>Fall events <ul style="list-style-type: none"> <li>Community Coloring</li> </ul> </li> <li>Lecture series <ul style="list-style-type: none"> <li>TL Brink</li> </ul> </li> <li>Partnering with other departments <ul style="list-style-type: none"> <li>Yoga in the Quad with Kinesiology Dept.</li> </ul> </li> </ul>				
Committee Reports	<ul style="list-style-type: none"> <li>Academic Senate -syllabus best practices discussions are happening. Checklist of equitable practices. Student-facing and equitable syllabi workshop for the spring. Handbook – adding info specific to part-timers.</li> <li>Classified Senate</li> <li>Other committees</li> </ul>				
Committee Announcements	<ul style="list-style-type: none"> <li>Classified onboarding – October 8<sup>th</sup></li> <li>OBOC – tailgate to watch the Riverside School for the Deaf play their most recent game.</li> </ul>				
Future Agenda Items	<p>Next meeting we will begin putting together the spring professional development and in-service planning. The meeting was adjourned at 12:50 pm.</p>	<p>Come with your ideas and look for the spreassheets.</p>			
<table border="0" style="width: 100%; background-color: #d4edda;"> <tr> <td style="width: 33%;"><b>Mission Statement</b> The Crafton Hills College mission is to change lives. We seek to inspire our</td> <td style="width: 33%;"><b>Vision Statement</b></td> <td style="width: 33%;"><b>Institutional Values</b> We rely on the following values to support our vision and mission:</td> </tr> </table>			<b>Mission Statement</b> The Crafton Hills College mission is to change lives. We seek to inspire our	<b>Vision Statement</b>	<b>Institutional Values</b> We rely on the following values to support our vision and mission:
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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.

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.

- 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.