

*The Professional Development Committee seeks to involve the entire campus in learning activities characteristic of the very best teaching and learning organizations. The Committee places the highest value on activities that help people 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. In addition, the Committee actively seeks to help people to take advantage of learning opportunities with other institutions, organizations, and professional networks that fulfill our mission as a community college.*

*The Professional Development Committee relies on research, evidence-based decision making, and the results from the learning assessments to inform professional development activities. 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**
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| 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 (co-chair)*</b> <b>Tina Gimple (co-chair)*</b> <b>Kay Weiss (co-chair)*</b> Breanna Andrews* Carrie Audet Trinetta Barrie*	Kirsten Colvey Ruth Greyraven Ashley Hayes Rhiannon Lares Colleen Maloney-Hinds Marina Kozanova*	Delmy Spencer* Diana Vaichis* Violeta Vasquez Keith Wurtz* Isidro Zepeda*	Alyssa Taylor*

AGENDA ITEM	DISCUSSION	FURTHER ACTION
Introductions (10 minutes)	Committee members introduced them selves.	
Review the committee charge and membership (15 minutes)	Committee independently reviewed the charge and membersip.	
Review the committee norms (15 minutes)	Tina suggested making a change to the committee norms to say something to the affect of, Committee members will report back to other employees and get feedback.	<b>Minor changes to the committee norm wordage.</b>
Funding Requests (10 minutes)	none	
In-Service De-Brief (20 minutes)	<p>What went well? What do we need to improve?</p> <p>Themes went really well. Classified felt a little left out. Do better at wording things to be more inclusive. Include additional sessions geared toward classified. Also include management. Be mindful and intentional to offer for all constituents. Complete in-service planning for fall in spring. Liked the large groups to discuss challenges. People liked the panel discussions. The days were too long. Look at six hour days on zoom. Zoom format had larger attendance and participation. And greater adjunct participation. Explore combining zoom with F2F at the same time or both zoom and F2F sessions. People liked hanging out on zoom during happy hour. Classified interested in personal/self/employment growth workshops. Standardize a timeline for needs assessment. Explore different methods for increasing response rates. Agendize the assessment on committees to complete during committee.</p> <p>Report of how many attended workshops.</p>	<p><b>At next meeting start planning for spring in-service.</b></p> <p><b>Review needs assessment surveys at next meeting. – Diana Vaichis</b></p> <p><b>Review the needs assessment results from Spring 2018. Diana Vaichis</b></p> <p><b>Next agenda – Develop plans for collecting data in future.</b></p> <p><b>Reach out to Rick and other Zoom hosts to obtain reports of the number of people</b></p>

		who attended each workshop.
<p>QFE: Review the results of the focus groups and relationship to PD needs (20 minutes)</p>	<p>Workshops on how to teach on zoom. Explore panel session by faculty on favorite apps they use in classes. Additional workshops on Canvas. Workshops on activities to engagement/ interactive in remote environment. Workshops on building communities in remote environment.</p> <p>Work on new faculty orientation program. New employee orientation program. Tenure track program as well. Explore mentorship program CHC squared and Teaching squares. Regular meetings for new employees/teachers/tenure track and can ask questions ( open office hours to help faculty and staff- structure like an answer center). Can have themes.</p> <p>Continue the equity and inclusion work.</p> <p>Focus on student engagement, retention and persistence.</p> <p>Focus on employee engagement as well.</p>	<p>Ask Yvonne to review additional results from focus groups at future meeting.</p>
<p><b>Mission Statement</b></p> <p>To advance the educational, career, and personal success of our diverse campus community through engagement and learning.</p>	<p><b>Vision Statement</b></p> <p>Crafton Hills College will be the college of choice for students who seek deep learning, personal growth, a supportive community, and a beautiful collegiate setting.</p>	<p><b>Institutional Values</b></p> <p>Academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>