

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**

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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>Ashley Hayes</b>	Delmy Spencer	<b>Ginger Sutphin</b>
<b>Tina Gimple (co-chair)</b>	Richard Hogrefe	Dave Stevenson	
<b>Kay Weiss (co-chair)</b>	<b>Marina Kozanova</b>	<b>Diana Vaichis</b>	
Carrie Audet	Natalie Lopez	Keith Wurtz	
<b>Trinette Barrie</b>	<b>Colleen Maloney-Hinds</b>	<b>Souts Xayaphanthong</b>	
<b>Lauren Bond</b>	<b>Brandi Mello</b>	Butch Zein	
Cherishea Coats	<b>Chris Olivera</b>	Isidro Zepeda	
<b>Ruth Greyraven</b>	Ivan Peña		

AGENDA ITEM	DISCUSSION	FURTHER ACTION
Call meeting to order & approval of the minutes (5 minutes)	Meeting called to order at 12:03:pm Approval of Minutes: Motion: C.Maloney-Hinds Second: C. Oiliveras. Minutes approved by consensus.	
Funding Requests/ Budget Updates	Current budget: Meals/Refreshments - \$500 Travel/Conferences (PD)- \$6500 Travel/Conferences (SEA) – \$5133 Reference Books – \$400 Dues - \$200 Speakers/Consultants – \$1200 Awards/Giveaways - \$500 Supplies - \$500  Requests: <ul style="list-style-type: none"> <li>• Colleen Maloney-Hinds (Train You Own Grant Writer: Online Series of Courses) - \$199</li> </ul> Motion to approve: C. Oliveras Scd: D. Vaichis	

	<p>Approved by consensus at 12:05 pm.</p> <ul style="list-style-type: none"> <li>• Dr. Cassandra White-Elliot (Conference on College Composition &amp; Communication) - \$805 <a href="https://cccc.ncte.org/cccc/conv">https://cccc.ncte.org/cccc/conv</a></li> </ul> <p>Motion to approve for \$500 from PD: C. Maloney-Hines. Sec: C. Oliveras</p> <p>Approved by consensus at 12:08pm</p>	
Spring Flex and In-service Planning	<ul style="list-style-type: none"> <li>• Spring schedule updates</li> </ul> <p>The official flex document was shared. Asynchronous and Synchronous options were identified separately. This version continues to be a working document. The offerings from the Vision Resource Center have been identified and we will limit the options so folks do not get lost in the number of offerings. Some of these offerings were reviewed.</p> <p>Spark Your Work! Will be offered by someone from Valley and is a type of personality assessment. The link provided and will allow them to take the assessment before the workshop.</p> <p>Brandi Mello and Cherishea Coats will provide a workshop on New Features in Canvas.</p> <p>Chemical Hygiene training, Adjunct orientation. Josh and Brandi will do the Assessing concepts rather than exams and percentages. What objectives and outcomes actually are and where to find them, how to identify them and how to report the outcomes. Pedagogy approach as to what objectives and outcomes are.</p> <p>Workshop hosts and surveys were discussed.</p> <p>In-service Schedule, Thursday, January 12<sup>th</sup> was reviewed for spring - Crafton Hall -Lunch - and then a faculty and classified meetings- Division and Department meetings. Friday's schedule was also reviewed.</p> <p>The administration will send a draft out to campus prior to the break. Kashaunda will attempt to have all the links before we leave for the break.</p>	
April In-service Planning	<ul style="list-style-type: none"> <li>• Review of possible schedule</li> <li>• 10+1 Training - (10 am-12 pm) we are still trying to find a location. We will need to discuss how to adjust the schedule. Academic and Classified senates and managers will be in attendance, so quite a few people will be attending.</li> </ul> <p>Suggestion for an hour to log in flex hours and another section to do you Kennan required pieces of training, such as Sexual Harassment Training, etc.</p>	
New Faculty Orientation	<ul style="list-style-type: none"> <li>• Spring schedule</li> </ul>	

Committee Reports	<ul style="list-style-type: none"> <li>• Academic Senate <ul style="list-style-type: none"> <li>○ MOPED -Coming up with ideas for orientation and being more structured.</li> <li>○ Not much planning for the spring. Facilitators for the spring, Changes for the 4<sup>th</sup> year cohort.</li> <li>○ The last couple of meetings have been canceled due to scheduling. It has been suggested that the first meeting in Spring just be a gathering to ask folks what's working or not- suggests concerns. Can we put in a request for refreshments?</li> </ul> </li> <li>• Classified Senate -No report.</li> <li>• Other committees - No report.</li> </ul>	
Other Committee Business	<ul style="list-style-type: none"> <li>• 2022 - 23 Faculty Handbook update Chris shared changes he made to turn this formatting into a quick video to make changes such as the table of contents and the logos. Using the branding and logos from the campus branding website. Tina notes that there is a conflict between the Faculty handbook and the college catalog.</li> <li>• Soup-a-palooza - will work with Chris, Marina, and Rick on this. We need to decide on a date for this event. The 24<sup>th</sup> of February was recommended. Kashasunda will check with Michelle to make sure nothing major is happening on this date. Marina has a flyer she will provide. If we can get a date and location we can ensure we advertise this in-service. LRC 110 would be preferable due to the location of the kitchen.</li> </ul>	
Future Agenda Items	<ul style="list-style-type: none"> <li>• Spring activities</li> <li>• In-service format. This is a very busy time for Student Services for hold releases, last-minute changes, etc. 4CSD showed that there were a lot of schools doing different formats for in-service. Some are doing another day a month or so into the semester, specifically for student services. We also tend to lose M&amp;O staff during this time as well, Some colleges are offering activities specifically for this group as well. Work with Larry and Rebecca on what type of leadership training, etc., and the different hours worked by these individuals. Tina suggested that we ask them if they want to present their own workshops (gardening, hiking, plumbing). We want to try and ensure that we are reaching everyone.</li> </ul> <p>There was also as a suggestion to bring back the brown bag workshops - share our teaching techniques.</p> <p>The meeting was adjourned at 1:02 PM.</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</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</li> </ul>
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faculty, a driven student body, a committed staff, with passionate leadership and community support.

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.