

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

Kashaunda Harris (tri-chair)
Sare Butler (tri-chair)
Open (CSEA tri-chair)
Carrie Audet
Trinette Barrie (SA)
Jessica Beverson
Cherishea Coats

Ciera Divens
LaTasha Hagler
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)

Guests

Ginger Sutphin
Gretchen – Interpreter
Rejoice Chavira

AGENDA ITEM	DISCUSSION	FURTHER ACTION														
Call meeting to order & approval of the minutes	Meetig called to order at 12:00 pm.															
Welcome and introduction of members	Rick motioned that both senate appointed or regular members of the PD committee will have voting rights. The motion was seconded by Jodi. Steve abstained due to not being an AS assigned member. Motioned passed at 12:14pm..															
Review and update of committee Charge	There will be no changes to the committee charge.															
Funding Requests/ Budget Updates	<p>Current budget:</p> <table border="0"> <tr> <td>Reference Books</td> <td>\$250</td> </tr> <tr> <td>Non-Instructional Supplies</td> <td>\$500</td> </tr> <tr> <td>Meals/Refreshments</td> <td>\$500</td> </tr> <tr> <td>Speakers/Consultants</td> <td>\$2,000</td> </tr> <tr> <td>Travel/Conferences (PD)</td> <td>\$15,000</td> </tr> <tr> <td>(Pending - \$2350)</td> <td></td> </tr> <tr> <td>Travel/Conferences (SEA)</td> <td>\$</td> </tr> </table>	Reference Books	\$250	Non-Instructional Supplies	\$500	Meals/Refreshments	\$500	Speakers/Consultants	\$2,000	Travel/Conferences (PD)	\$15,000	(Pending - \$2350)		Travel/Conferences (SEA)	\$	
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	<p>Dues/Memberships \$200 Awards/Giveaways \$500</p> <p>\$20,000 for the upcoming this year. Some additional changes may be made for in-service meals/refreshments purchased at the beginning of the year. If any other changes are may they will be reflected in budget at our next meeting.</p> <p>Pending Request:</p> <ul style="list-style-type: none"> • Lauren Bond - 2024 PAMLA conference (\$500) https://www.pamla.org/pamla2024/ • Rosemarie Hanson - 2024 National Heirloom Exposition (\$250): https://www.rareseeds.com/national-heirloom-expo <p>Rick motioned to approve both Lauren and Rosemarie’s request using PD funds. Seconded by Jodi. Motion passed.</p> <ul style="list-style-type: none"> • PD Committee Members (2) – 4CPD Conference (\$800 each for registration) https://www.4cpd.org/2024-conference Oct 9-11, 2024. <p>Last year we approved a separate line item for the 4CPD conferene so we could ensure that folks can ask for funds (PD, Equity) should they want to attend another conference. It was recommended that the new Dean, Sara Butler attend this year and a classified professional; however, if they do not wish to attend then Trinitte and Kashaunda may fill those spots.</p>	
Tenure Track Academy & Classified Onboarding	<ul style="list-style-type: none"> • Updates for 2024-25 Tenure Track Academy - We have a full schedule with at least 4-5 faculty in the academy. If you are interesting in presenting a topic at one of the meetings, please let Kashaunda know. (ie. Roster, software, etc.) Those attending the last meeting were provided with a tour of our Support Services. • Planned meetings The first Classified onboarding meeting will take place September 25th. The District is continuing to support this with funding. Swag bags from Willie and Outreach. Tshirts, mugs, lanyars, are given to staff and faculty. 	
Faculty Handbook	<ul style="list-style-type: none"> • Proposed changes to oversight of the faculty handbook Chris and Ashley have done a great deal with the upkeep of the current document; however, this is a big job. We are proposing that this document no longer be housed with PD. There is a suggestion that this be taken over by MOPED. Kashaunda will let Meridyth know the committee is fine with this suggestion and its move to MOPED. 	
Committee Reports	<ul style="list-style-type: none"> • Academic Senate Plagarism and AI are big topics. We will reach out to Ivan Pena to speak regarding this from a disciplinary perspective. Other topics dicsussed. Civil conversations in and outside of the classroom. Especially with the upcoming elections. 	

	<p>Compressed Calendar committee to meeting next week for implementation next year.</p> <p>Classroom conditions reporting. There are some areas (ie. WEST, CNTL, and EAST) are subpar- (air conditioning, bugs, rodents, sub-par technology).</p> <ul style="list-style-type: none"> • MOPED Hasn't met yet • Classified Senate We are still planning on the October Chili Cookoff. • Other committees 	
Other Committee Business	<p>Jessica provided an overview of the PD Needs Assessment Survey Results. There was also some discussion as to how we can get staff to participate in the workshop evaluations (one-on-one, ask the group during the meetings, gift cards, etc.).</p> <p>There was some discussion as to how we can enhance the active shooter training to make it more applicable to the classroom and campus as a whole. Can we include the Safety Committee and Jodi, Brandi, and Kashaunda in those conversations?</p> <p>Kashaunda will include these suggestions on our running list of workshop ideas on the committees shared drive.</p> <ul style="list-style-type: none"> • CCAP = training • Veteran's Day – students seems to be left out. • Mandated reporter training. • Common Course Numbering • CalGETC. <p>The meeting was adjourned at 1:08 pm.</p>	
Future Agenda Items	<ul style="list-style-type: none"> • Fall events and activities 	

<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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