

# Agenda

Education Master Plan Committee  
 Crafton Hills College

September 23, 2014  
 3:00-4:20 pm  
 LRC 135

## Committee Members

- Co-Chair: Bryan Reece
- Co-Chair: Debbie Bogh
- Denise Allen-Hoyt
- Jane Beitscher
- Ben Gamboa
- Cyndi Gundersen
- Donna Hoffmann
- Rick Hogrefe
- Janine Ledoux
- Gary Reese
- Michelle Riggs
- Ernesto Rivera
- Mike Strong
- Crystal Sultzbaugh
- Esmerelda Vazquez
- Rebecca Warren-Marlatt
- Keith Wurtz

## Committee Charge

The Education Master Plan Committee develops, reviews, and revises the Education Master Plan with input from appropriate constituencies.

### 14-15 Goals

#### Fall '14 Goals

- ~~Rewrite/Reaffirm EMP Definitions~~
- Revise Charge
- Organize EMP Approval Process
- Write Goals and Objectives
- Write Strategy for Assessment and QEIs
- Develop EMP Implementation Strategy
- Revise Committee Website (Phase 2)
- Develop Training for New Members
- Maintain Engage-Learn-Advance Campaign
- Develop Campus Communication Plan

#### Spring '15 Goals

- Secure Campus Approval of New EMP
- Start Implementing Ed Master Plan
- Revise Educational Philosophy Statement
- Organize Inaugural State of Education Address
- Maintain Engage-Learn-Advance Campaign

#### Summer '15 Goals

- TBD

TOPIC	DISCUSSION/ACTION																											
<b>1.0 Approve of Minutes (B Reece; C Gundersen)</b> <ul style="list-style-type: none"> <li>• See Minutes</li> </ul>																												
<b>2.0 New Members/General Committee Training</b> <ul style="list-style-type: none"> <li>• Today's Topic: "What is a QEI"</li> <li>• Topic for Next Time?</li> </ul>																												
<b>3.0 Committee Charge Update (Bryan)</b> <ul style="list-style-type: none"> <li>• Recommended Change: "The Education Master Plan Committee develops, reviews, revises and facilitates implementation of the Education Master Plan with input from constituent groups."</li> <li>• Discussion</li> <li>• Submit to Crafton Council</li> </ul>																												
<b>4.0 Accreditation Visit (Rebeccah)</b>																												
<b>5.0 EMP Approval Process (Debbie)</b> <p>Once we have the SDs and their corresponding goals, we need to start collecting campus feedback. [Need to fill in facilitators and dates]</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Activity</th> <th style="text-align: left;">Facilitator</th> <th style="text-align: left;">Date</th> </tr> </thead> <tbody> <tr> <td>Discuss SDs and Goals in Academic Senate</td> <td></td> <td></td> </tr> <tr> <td>Discuss SDs and Goals in Classified Senate</td> <td></td> <td></td> </tr> <tr> <td>Discuss SDs and Goals in Student Senate</td> <td></td> <td></td> </tr> <tr> <td>Revise SDs and Goals Based on Senates' Comments</td> <td></td> <td></td> </tr> <tr> <td>Build Comprehensive EMP (Intro, Objectives, etc.)</td> <td></td> <td></td> </tr> <tr> <td>Present EMP to Campus for Comments</td> <td></td> <td></td> </tr> <tr> <td>Revise EMP Based on Campus Comments</td> <td></td> <td></td> </tr> <tr> <td>Present EMP Recommendation to Crafton Council</td> <td></td> <td></td> </tr> </tbody> </table>	Activity	Facilitator	Date	Discuss SDs and Goals in Academic Senate			Discuss SDs and Goals in Classified Senate			Discuss SDs and Goals in Student Senate			Revise SDs and Goals Based on Senates' Comments			Build Comprehensive EMP (Intro, Objectives, etc.)			Present EMP to Campus for Comments			Revise EMP Based on Campus Comments			Present EMP Recommendation to Crafton Council			
Activity	Facilitator	Date																										
Discuss SDs and Goals in Academic Senate																												
Discuss SDs and Goals in Classified Senate																												
Discuss SDs and Goals in Student Senate																												
Revise SDs and Goals Based on Senates' Comments																												
Build Comprehensive EMP (Intro, Objectives, etc.)																												
Present EMP to Campus for Comments																												
Revise EMP Based on Campus Comments																												
Present EMP Recommendation to Crafton Council																												

TOPIC	DISCUSSION/ACTION																											
<b>6.0 Discuss EMP Goals (Bryan)</b> <ul style="list-style-type: none"> <li>• Re-Affirm Goals under SDs 1, 2, 3, 4 and 8</li> <li>• Affirm Goals under SDs 5 and 6</li> <li>• Discuss Goals under SDs 7 and 9</li> </ul>																												
<b>7.0 Discuss Objectives (Bryan)</b> <ul style="list-style-type: none"> <li>• How should we proceed?</li> </ul>																												
<b>8.0 Discuss Assessment and QEIs (Keith)</b> <ul style="list-style-type: none"> <li>• How should we proceed?</li> </ul>																												
<b>9.0 Phase 1 of Committee Website (C Gundersen)</b> <table border="1" data-bbox="167 562 930 852"> <thead> <tr> <th>Phase 1 Changes</th> <th>Writer</th> <th>Done?</th> </tr> </thead> <tbody> <tr> <td>Home Page</td> <td>Cyndi</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Mission, Vision and Values</td> <td>Keith</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Three Peaks Challenge</td> <td>Donna</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>EMP Outcomes and Results</td> <td>Keith</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Agendas and Minutes</td> <td>Cyndi</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Committee Membership [Update]</td> <td>Cyndi</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Formative Evaluations</td> <td>Keith</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Archive Page</td> <td>Cyndi</td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Phase 1 Changes	Writer	Done?	Home Page	Cyndi	<input checked="" type="checkbox"/>	Mission, Vision and Values	Keith	<input checked="" type="checkbox"/>	Three Peaks Challenge	Donna	<input checked="" type="checkbox"/>	EMP Outcomes and Results	Keith	<input checked="" type="checkbox"/>	Agendas and Minutes	Cyndi	<input checked="" type="checkbox"/>	Committee Membership [Update]	Cyndi	<input type="checkbox"/>	Formative Evaluations	Keith	<input checked="" type="checkbox"/>	Archive Page	Cyndi	<input checked="" type="checkbox"/>	
Phase 1 Changes	Writer	Done?																										
Home Page	Cyndi	<input checked="" type="checkbox"/>																										
Mission, Vision and Values	Keith	<input checked="" type="checkbox"/>																										
Three Peaks Challenge	Donna	<input checked="" type="checkbox"/>																										
EMP Outcomes and Results	Keith	<input checked="" type="checkbox"/>																										
Agendas and Minutes	Cyndi	<input checked="" type="checkbox"/>																										
Committee Membership [Update]	Cyndi	<input type="checkbox"/>																										
Formative Evaluations	Keith	<input checked="" type="checkbox"/>																										
Archive Page	Cyndi	<input checked="" type="checkbox"/>																										
<b>10.0 Phase 2 of Committee Website (C Gundersen)</b> <table border="1" data-bbox="167 953 930 1115"> <thead> <tr> <th>Phase 2 Changes</th> <th>Writer</th> <th>Done?</th> </tr> </thead> <tbody> <tr> <td>Revise Committee Membership Page</td> <td>Cyndi</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Education Master Plan</td> <td>Bryan</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Engage-Learn-Advance Definitions</td> <td>Bryan</td> <td><input type="checkbox"/></td> </tr> <tr> <td>State of Education Address</td> <td>Bryan</td> <td><input type="checkbox"/></td> </tr> </tbody> </table>	Phase 2 Changes	Writer	Done?	Revise Committee Membership Page	Cyndi	<input type="checkbox"/>	Education Master Plan	Bryan	<input type="checkbox"/>	Engage-Learn-Advance Definitions	Bryan	<input type="checkbox"/>	State of Education Address	Bryan	<input type="checkbox"/>													
Phase 2 Changes	Writer	Done?																										
Revise Committee Membership Page	Cyndi	<input type="checkbox"/>																										
Education Master Plan	Bryan	<input type="checkbox"/>																										
Engage-Learn-Advance Definitions	Bryan	<input type="checkbox"/>																										
State of Education Address	Bryan	<input type="checkbox"/>																										
<b>11.0 Develop Campus Communication Plan</b> <ul style="list-style-type: none"> <li>• Conceptual Question: As a committee, what are our obligations for informing the campus? What do we think the campus community's obligations should be to become/remain informed about the EMP?</li> <li>• Responses: Website, Agendas, Minutes, Presentations to Senates and Crafton Council, Survey from Campus, Engage-Learn-Advance Campaign, other?</li> </ul>																												
<b>12.0 Wrap Up (All)</b> <ul style="list-style-type: none"> <li>• Questions/Comments/Items from Floor</li> <li>• Future Agenda Items?</li> <li>• Next Meeting (2<sup>nd</sup> and 4<sup>th</sup> Tu) = October 14, 2014</li> </ul>																												
<p><b>CHC Mission:</b> The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.</p> <p><b>CHC Vision:</b> 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>CHC Values:</b> Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>																												