

Educational Master Plan Minutes

Name	P	Name	P	Name	P	Name	P	Name	P
Mat Adams	Y	Karen Childers	Y	Janine Ledoux	Y	Kyle Hundley	Y	Margaret Yau	Y
Debbie Bogh	Y	Rick Hogrefe	Y	Michelle Riggs	Y	Keith Wurtz	Y	Gary Reese	Y
Sharen Chavira	Y	Liz Langenfeld	Y	Michael Strong	Y	Rebecca Warren-Marlatt	Y	Raju Hegde	Y

TOPIC	DISCUSSION	FURTHER ACTION
Minutes, April 10 th , 2012 Minutes, Joint Meeting, May 9 th , 2012	Minutes were approved as written.	
EMPC Charge	Reviewed the EMPC charge: "The Educational Master Planning Committee monitors implementation of the Educational Master Plan, evaluates progress, and recommends updates annually. It meets twice per month."	
2012-2013 Timeline	Keith reviewed the objectives and timeline. Suggestions were made for revisions to the timeline: Review mission, vision and hold open forums in November and December, Review QEIs in Oct, Nov, and Dec. Revisit mission and vision as part of January In-Service. Schedule meetings with Senates to collect input for EMP and review of mission and vision.	Keith will revise timeline for next meeting and place on agenda for discussion.
Review progress on QEIs	Keith reviewed the QEI update dashboard. Discussed the limitations to the transfer rate and transfer readiness rates. Discussed suspending these measures and using ARCC 2.0 SPAR data set in the future. Also discussed examining Job Placement Rate trends by program.	
Review Update to Progress on EMP Objectives	Discussed summarizing progress on EMP objectives and developing presentation to take to committees. Discussed how to communicate progress to campus: report progress on applicable objectives to each committee, disaggregate data sets by committee, discuss how objectives affect "me," and discuss in further meetings.	Keith will develop draft presentation and take to next EMPC meeting for discussion. Also will discuss strategies for helping people to use EMP on daily basis.
Mentor for Student Representative	Keith will serve as the mentor to the student representative.	
Process for communicating targeted completion of objectives	Discussed using model developed from the Enrollment and Management Committee and create a short power point summarizing progress on objectives and QEIs. EMPC members will present to committees and	

	senates. Also discussed the challenge of people not being connected to the plan and strategies for helping people to become acquainted with the plan and the strategic directions.	
Establish timeline for when EMPC needs to receive how plans align with template and implement	Discussed how the EMPC wanted to ensure how other plans align with the EMP. Provided example of what was used last year. Also discussed that the goal is to make reference to EMP in other sections and show alignment in other plans. Agreed that if committees writing plans wanted to use template they can, however, whether they do or not they need to show in the plan that it aligns with the EMP. Also discussed that PPR needs to make reference to EMP in narrative.	Keith will add the topic of connecting the EMP to three-year and annual plans to the PPRC agenda.
Faculty Co-Chair?	Janine Ledoux is the Faculty Co-Chair for the EMPC.	
Meeting Times	Discussed that the EMPC will be part of the process of revising and writing EMP in the Spring and the need to meet twice a month instead of once a month. The EMPC agreed that meetings will occur once a month in the fall and twice a month in the spring.	
Other Business		
Mission Statement The mission of Crafton Hills College is to advance the education and success of students in a quality learning environment.	Vision Statement The vision of Crafton Hills College is to be the premier community college for public safety and health services careers and transfer preparation.	Institutional Values Our institutional values are creativity, inclusiveness, excellence, and learning-centeredness.