

Crafton Hills College

Education Master Plan Committee
Minutes

Date: November 12, 2013

Time: 3:00-4:20 pm

Location: LRC 135

Committee Members

- Co-Chair: Bryan Reece -P
- Co-Chair: Debbie Bogh -P
- Denise Allen-Hoyt - P
- Jane Beitscher - A
- Karen Childers - P
- Yasmeen Flores - P
- Cyndi Gundersen - P
- Donna Hoffmann - P
- Rick Hogrefe – P
- Janine Ledoux - P
- Gary Reese - A
- Ernesto Rivera - P
- Mike Strong - P
- Rebecca Warren-Marlatt - P
- Keith Wurtz - P

Committee Charge

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

TOPIC	DISCUSSION	DISCUSSION/ACTION
1.0 Approval of Minutes (B Reece; C Gundersen) <ul style="list-style-type: none"> • Review Minutes (Handout) 	The minutes were approved with no corrections.	
2.0 Committee Members' Photos (B Reece; D Hoffmann) <ul style="list-style-type: none"> • Discuss "Humanizing" EMP • Photos During Meeting and Approval Before Posting 	Bryan informed members that Donna will be taking action pictures during our meeting. Members will be able to view photos before they are posted.	
3.0 POW Review (B Reece) <ul style="list-style-type: none"> • Discuss POW Document (Handout) • Organization, Due Dates, Owners, etc. 		
4.0 Institutional Adoption of ELA (B Reece) <ul style="list-style-type: none"> • See POW 1.01 • See Letter (Display Letter on Monitor) • EMPC Approved (10/22/13) • Academic Senate Approved (11/6/13) • Student Senate Approved (11/8/13) • Classified Senate ??? (11/15/13) • Crafton Council ??? (11/26/13) 	Bryan informed members that Engage-Learn-Advance was officially approved by Academic and Student Senate. The next step is to have Classified Senate and Crafton Council to approve.	Presenting Engage-Learn-Advance memo to Classified Senate and Crafton Council.

TOPIC	DISCUSSION	DISCUSSION/ACTION
<p>5.0 Big Picture Development with Lit Review (B Reece; D Bogh)</p> <ul style="list-style-type: none"> • See POW 1.02 and 1.05 • See Big Picture Document (Handout) • Review Bibliography (Display Bibliography on Monitor) • Discuss Template/Homework (Handout) • Distribute Articles (Handout) 	<p>Bryan discussed the articles that he has been collecting for some time. Members were given choices of articles to choose from. Members are to read articles and come back to committee with a question to ask regarding the article and discuss the article with the committee.</p>	<p>Members are to read their articles and report back at next meeting.</p>
<p>6.0 Engage-Learn-Advance Logo (D Hoffmann)</p> <ul style="list-style-type: none"> • See POW 2.01 • Need input on logo, colors, language, etc. (Handout) • Input from 3 Senates and Crafton Council 	<p>Donna passed out handout with different logo choices for the three peaks challenge. Members reviewed and commented. Each member voted for which logo they liked the best. Donna gathered all the handouts back to review the choices of each member.</p>	<p>Donna will report back with the logo choice.</p>
<p>7.0 Next 3-Peak Challenge (M Strong)</p> <ul style="list-style-type: none"> • See POW 2.02 • Discuss Pluses and Minuses of Inaugural Challenge • Student Senate and Planning. Do they run this? Club? • Discuss Next Challenge 	<p>Mike discussed with members the outcome of the three peaks hike challenge. There were 31 RSVPs and 25 actually showed up the day of the hike. The hike itself was a great success. The hike was about 15-16 miles in total. It was a beautiful day. In the end all of the hikers were rewarded with pizza.</p> <p>Members discussed ideas of having more challenges around the Engage-Learn-Advance idea with 3 steps to the challenges.</p>	
<p>8.0 Social Media Plan (B Reece)</p> <ul style="list-style-type: none"> • See POW 2.05 • Goal: ELA Info, ELA Conversation, Campus Traffic • Start with Facebook; Other Channels Later • Set Up Dedicated ELA FB Page (Source for All Things ELA) • Review Big Brand FB Pages (Samsung, Amazon, Pixar, etc.) • Build Network Across CHC Related FB Pages • Weekly FB Content: Prompt Conversation around ELA • Daily Follow Up (How Deal with All FB Sites?) • Modes: Pictures, Posts, Replies, Likes, Focus Groups, Q&A • Develop Regular Analytics Report for EMPC 	<p>Ran out of time to discuss. To be put on next agenda.</p>	<p>Ran out of time to discuss, will put on next agenda.</p>

TOPIC	DISCUSSION	DISCUSSION/ACTION
<p>9.0 Essential Assessment/Data Instruments (K Wurtz)</p> <ul style="list-style-type: none"> • See POW 3.07 • Student Engagement Survey • Ed Planning and Degree Audit (100% of Students!) • Employee ELA Survey (Handout) • Course Level SLOs 	<p>Keith Wurtz went over student engagement survey. Rebecca gave feedback for final version to go to Corey. Each student completes a survey after the end of the semester.</p> <p>Corey and Ben have figured out a way to get the whole degree audit program approved. This was started through the TESS committee.</p> <p>Members received handout about Engage-Learn-Advance survey. Members discussed options. The surveys will be going out to different groups. Members discussed the different wording options for survey.</p> <p>Keith discussed course level SLO. They are transitioning where we only do one level of assessment and that gets rolled up into the institutional level.</p>	
<p>10.0 Foundational Reports (K Wurtz)</p> <ul style="list-style-type: none"> • See POW 3.08 • Student Profiles (Handout) • Unit Profiles 	<p>Keith passed out a mock-up of a Student Profile. The student profile will be accessible and there will be no need to have Datatel access.</p>	
<p>11.0 District Strategic Plan (K Wurtz)</p> <ul style="list-style-type: none"> • See POW 3.04 • Provide Input on Proposed Integration 	<p>Keith informed members that the District Strategic Planning Committee is struggling a bit with the strategic planning. The current plan runs through 2014. There are certain holes in the plan. The next stage in the process would look into the strategic directions and the goals for Crafton. The committee is looking for feedback on the quantitative effective indicators. Members discussed the questions asked of the SBCCD Strategic Planning Committee.</p>	
<p>12.0 Wrap Up (All)</p> <ul style="list-style-type: none"> • Questions/Comments/Items from Floor • Next Meeting = November 26, 2013 • Homework Reminder • Adjourn 	<p>Members questioned when the deadline is for the Educational Master Plan. Bryan stated that it should be done by November 2014.</p> <p>Meeting adjourned at 4:35 p.m.</p>	
<p>CHC Mission: To advance the education and success of students in a quality learning environment.</p> <p>CHC Vision: To be the premier community college for public safety and health services careers and transfer preparation.</p> <p>CHC Values: creativity, inclusiveness, excellence, and learning-centeredness.</p>		

