

# Crafton Hills College

## Educational Master Plan Committee Minutes

October 14, 2014

3:00-4:20 pm

LRC 135

### Committee Members

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

### Committee Charge

The EMPC develops, reviews and monitors progress on the Educational Master Plan with input from appropriate constituencies.

#### 14-15 Goals

##### Fall '14 Goals

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

##### Spring '15 Goals

- Secure Campus Approval of New EMP
- Start Reviewing 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	FURTHER ACTION
<b>1.0 Approve of Minutes (B Reece; C Gundersen)</b> <ul style="list-style-type: none"> <li>• See Minutes</li> </ul>	<ul style="list-style-type: none"> <li>• Members reviewed minutes and approved with minor changes to wording.</li> </ul>	
<b>2.0 New Members/General Committee Training</b> <ul style="list-style-type: none"> <li>• Today's Topic: "Strategic Directions, Goals and Objectives"</li> <li>• Topic for Next Time: "The EMP and Planning Connection"</li> </ul>	<ul style="list-style-type: none"> <li>• There were no new members present.</li> </ul>	
<b>3.0 Committee Charge Update (Bryan)</b> <ul style="list-style-type: none"> <li>• Approved at Crafton Council on 10/14/14</li> </ul>	<ul style="list-style-type: none"> <li>• Bryan Reece got approval of the charge changes during Crafton Council as follows: The EMPC develops, reviews and monitors progress on the Educational Master Plan with input from appropriate constituencies.</li> </ul>	

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<p><b>4.0 EMP Approval Process (Debbie)</b></p> <table border="1" data-bbox="167 285 711 558"> <thead> <tr> <th data-bbox="167 285 695 317">Activity</th> <th data-bbox="695 285 711 317">F</th> </tr> </thead> <tbody> <tr><td data-bbox="167 317 695 348">Discuss SDs and Goals in Academic Senate</td><td data-bbox="695 317 711 348"></td></tr> <tr><td data-bbox="167 348 695 380">Discuss SDs and Goals in Classified Senate</td><td data-bbox="695 348 711 380"></td></tr> <tr><td data-bbox="167 380 695 411">Discuss SDs and Goals in Student Senate</td><td data-bbox="695 380 711 411"></td></tr> <tr><td data-bbox="167 411 695 443">Revise SDs and Goals Based on Senates' Comments</td><td data-bbox="695 411 711 443"></td></tr> <tr><td data-bbox="167 443 695 474">Build Comprehensive EMP (Intro, Objectives, etc.)</td><td data-bbox="695 443 711 474"></td></tr> <tr><td data-bbox="167 474 695 506">Present EMP to Campus for Comments</td><td data-bbox="695 474 711 506"></td></tr> <tr><td data-bbox="167 506 695 537">Revise EMP Based on Campus Comments</td><td data-bbox="695 506 711 537"></td></tr> <tr><td data-bbox="167 537 695 558">Present EMP Recommendation to Crafton Council</td><td data-bbox="695 537 711 558"></td></tr> </tbody> </table>	Activity	F	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		<ul style="list-style-type: none"> <li>Bryan discussed the process that the committee will follow once the the committee is done with strategic direciton and goals. After the committee has identified all stratregic directions and goals it will go to Academic Senate, Calssified Senate, and Student Senate. Bryan asked members to set up a meeting before November 10<sup>th</sup>. Bryan will take input from all the senates and show to committee members at the next meeting follwing these conversations.</li> </ul>	
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<p><b>5.0 Finalize Our Proposed Strategic Directions and Goals (Bryan)</b></p> <ul style="list-style-type: none"> <li>See Handout</li> </ul>	<ul style="list-style-type: none"> <li>Members reviewed the proposed strategic directions and goals. Under 2.02 Seek, respect, and Celebrate was added. Members discussed each strategic direction. Bryan will send out most current document to Ben, Rebeccah and Denise to get feedback.</li> </ul>																			
<p><b>6.0 Discuss Objectives (Bryan)</b></p> <ul style="list-style-type: none"> <li>Assign Objectives to SDs and Goals (See Worksheets)</li> </ul>	<ul style="list-style-type: none"> <li>Members got into groups of two to categorize all objectives for the EMP. Bryan will put all of the work into one document and bring back to next meeting.</li> </ul>																			
<p><b>7.0 Discuss Assessment and QEIs (Keith)</b></p> <ul style="list-style-type: none"> <li>How should we proceed?</li> </ul>	<ul style="list-style-type: none"> <li>This item was not discussed.</li> </ul>																			
<p><b>8.0 Phase 1 of Committee Website (C Gundersen)</b></p> <table border="1" data-bbox="167 1272 711 1562"> <thead> <tr> <th data-bbox="167 1272 711 1304">Phase 1 Changes</th> </tr> </thead> <tbody> <tr><td data-bbox="167 1304 711 1335">Home Page</td></tr> <tr><td data-bbox="167 1335 711 1367">Mission, Vision and Values</td></tr> <tr><td data-bbox="167 1367 711 1398">Three Peaks Challenge</td></tr> <tr><td data-bbox="167 1398 711 1430">EMP Outcomes and Results</td></tr> <tr><td data-bbox="167 1430 711 1461">Agendas and Minutes</td></tr> <tr><td data-bbox="167 1461 711 1493">Committee Membership [<a href="#">Update</a>]</td></tr> <tr><td data-bbox="167 1493 711 1524">Formative Evaluations</td></tr> <tr><td data-bbox="167 1524 711 1562">Archive Page</td></tr> </tbody> </table>	Phase 1 Changes	Home Page	Mission, Vision and Values	Three Peaks Challenge	EMP Outcomes and Results	Agendas and Minutes	Committee Membership [ <a href="#">Update</a> ]	Formative Evaluations	Archive Page	<ul style="list-style-type: none"> <li>This item was not discussed.</li> </ul>										
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<p><b>9.0 Phase 2 of Committee Website (C Gundersen)</b></p> <table border="1" data-bbox="167 1673 711 1833"> <thead> <tr> <th data-bbox="167 1673 711 1705">Phase 2 Changes</th> </tr> </thead> <tbody> <tr><td data-bbox="167 1705 711 1736">Revise Committee Membership Page</td></tr> <tr><td data-bbox="167 1736 711 1768">Education Master Plan</td></tr> <tr><td data-bbox="167 1768 711 1799">Engage-Learn-Advance Definitions</td></tr> <tr><td data-bbox="167 1799 711 1833">State of Education Address</td></tr> </tbody> </table>	Phase 2 Changes	Revise Committee Membership Page	Education Master Plan	Engage-Learn-Advance Definitions	State of Education Address	<ul style="list-style-type: none"> <li>This item was not discussed.</li> </ul>														
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<p><b>10.0 Wrap Up (All)</b></p> <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 28, 2014</li> </ul>	<ul style="list-style-type: none"> <li>• Bryan will get all the strategic directions and objectives together. Meeting adjourned at 4:16 p.m.</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>		