

# Crafton Hills College

## Education Master Planning Committee Minutes

August 26, 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
- Karen Childers – A
- Ben Gamboa - P
- Cyndi Gundersen - P
- Donna Hoffmann - P
- Rick Hogrefe - A
- Janine Ledoux - P
- Gary Reese - P
- Michelle Riggs - P
- Ernesto Rivera - P
- Crystal Sultzbaugh - P
- Mike Strong - P
- Esmerelda Vazquez - A
- 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.

#### 14-15 Goals

##### Fall '14 Goals

- Rewrite/Reaffirm EMP Definitions
- Write Goals and Objectives
- Write Strategy for Assessment and QEIs
- Develop EMP Implementation Strategy
- Revise Committee Website (Phase 2)
- Organize EMP 15-18 Approval Process

##### Spring '15 Goals

- Secure Campus Approval for 15-18 EMP
- Start Implementing Ed Master Plan
- Revise Educational Philosophy Statement
- Organize Inaugural State of Education Address

##### 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 as written.</li> </ul>	
<b>2.0 Committee Overview (Bryan)</b> <ul style="list-style-type: none"> <li>• Co-Chairs</li> <li>• Members (New? Vacant?)</li> <li>• Committee Charge</li> <li>• Last Year's Evaluation (Keith)</li> <li>• Goals</li> </ul>	<ul style="list-style-type: none"> <li>• Bryan Reece welcomed members to another school year.</li> <li>• Members discussed the appointment of co-chair. Debbie Bogh will continue to be the co-chair for the 2014-15 academic year. Michelle Riggs will be a new member from Resource Development. Crystal Saltzbaugh will be representing the students as well as Esmeralda Vazquez.</li> <li>• Members reviewed the committee charge. Denise Allen suggested the word appropriate should be changed to campus.</li> <li>• Members discussed the roles of writing the Educational Master Plan. Bryan stated that the Educational Master Plan Committee develops, facilitates, reviews, and revises the educational Master Plan with input from constituencies.</li> <li>• Keith Wurtz reviewed the self evaluation form that was done at the last meeting at the end of the 2013-14 school year. All members reviewed the results.</li> <li>• Bryan informed members of the progress from last school year.</li> </ul>	

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<b>3.0 Revise/Reaffirm Definitions (Keith)</b> <ul style="list-style-type: none"> <li>• See Website</li> </ul>	<ul style="list-style-type: none"> <li>• Keith Wurtz reviewed the strategic direction and goals. He explained what strategic directions and goals are. Actions are what you do to achieve an objective.</li> </ul>										
<b>4.0 Discuss EMP Goals (Bryan)</b> <ul style="list-style-type: none"> <li>• Review Strategic Directions</li> <li>• Revise Goals</li> </ul>	<ul style="list-style-type: none"> <li>• Members reviewed the Educational Master Plan document provided by Bryan. Several of the the goals and objectives were discussed.</li> </ul>										
<b>5.0 Discuss Objectives (Bryan)</b> <ul style="list-style-type: none"> <li>• How should we proceed?</li> </ul>	(This was not discussed)	<a href="#">Put on next agenda</a>									
<b>6.0 Discuss Assessment and QEIs (Keith)</b> <ul style="list-style-type: none"> <li>• How should we proceed?</li> </ul>	(This was not discussed)	<a href="#">Put on next agenda</a>									
<b>7.0 Discuss Approval Process (Debbie)</b> <p>Spring 13-Fall 14, we are finalizing our recommendations for all the pieces of the EMP. The pieces include:</p> <ul style="list-style-type: none"> <li>• Mission, Vision and Values</li> <li>• Strategic Directions, Goals and Objectives</li> <li>• Strategy for Assessment (Quantitative Effectiveness Indicators, etc.)</li> <li>• Definitions</li> <li>• Strategy for Implementation</li> </ul> <p>Q: When we are done, how should we proceed with campus dialogue and approval? As our charge indicates, we are to collect "input from appropriate constituencies."</p>	<ul style="list-style-type: none"> <li>• Debbie Bogh discussed the approval process for the Educational Master Plan. One idea is to have certain sections be approved instead of one big document. Bryan suggested to start with strategic directions, then goals, and then objectives. Bryan suggested to get the feedback from the other committees on campus.</li> </ul>										
<b>8.0 Phase 1 of Committee Website (C Gundersen)</b> <table border="1" data-bbox="167 1360 678 1654"> <tr> <td><b>Phase 1 Changes</b></td> </tr> <tr> <td>Home Page</td> </tr> <tr> <td>Mission, Vision and Values</td> </tr> <tr> <td>Three Peaks Challenge</td> </tr> <tr> <td>EMP Outcomes and Results</td> </tr> <tr> <td>Agendas and Minutes</td> </tr> <tr> <td>Committee Membership</td> </tr> <tr> <td>Formative Evaluations</td> </tr> <tr> <td>Archive Page</td> </tr> </table>	<b>Phase 1 Changes</b>	Home Page	Mission, Vision and Values	Three Peaks Challenge	EMP Outcomes and Results	Agendas and Minutes	Committee Membership	Formative Evaluations	Archive Page	(This was not discussed)	<a href="#">Put on next agenda</a>
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TOPIC	DISCUSSION/ACTION	FURTHER ACTION				
<p><b>9.0 Phase 2 of Committee Website (C Gundersen)</b></p> <table border="1" data-bbox="167 310 678 436"> <tr> <td><b>Phase 2 Changes</b></td> </tr> <tr> <td>Education Master Plan</td> </tr> <tr> <td>Engage-Learn-Advance Definitions</td> </tr> <tr> <td>State of Education Address</td> </tr> </table>	<b>Phase 2 Changes</b>	Education Master Plan	Engage-Learn-Advance Definitions	State of Education Address	(This was not discussed)	<a href="#">Put on next agenda</a>
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Engage-Learn-Advance Definitions						
State of Education Address						
<p><b>10.0 Wrap Up (All)</b></p> <ul style="list-style-type: none"> <li>• Questions/Comments/Items from Floor</li> <li>• Next Meeting (2<sup>nd</sup> and 4<sup>th</sup> Tu) = September 9, 2014</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting adjourned at 4:29 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>						