

**Crafton Hills College
Educational Master Plan
Committee Minutes**

**Date: October 27, 2015
Time: 3:00 p.m.
Location: LRC 226**

Members: Cheryl Marshall – Chair Denise Allen-Hoyt Jane Beitscher Kelly Bingham= A TL Brink Ben Gamboa Donna Hoffmann Steve Ramirez	Bryan Reece Gary Reese Michelle Riggs Ernesto Rivera Giovanni Sosa Mike Strong= A Farren Tuburan Rebecca Warren-Marlatt	A=ABSENT
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Committee Charge: The EMPC develops, reviews and monitors progress on the Educational Master Plan with input from appropriate constituencies.

TOPIC	DISCUSSION	Further Action
Review and Approval of Minutes of September 22, 2015	The minutes for September 22, 2015 meeting were approved as written.	
Kick Off Presentation with the Facilities and Ed Master Planning Consultants – Dr. Shaun Blaylock	<p>The Facilities and Ed Master Plan process includes</p> <ul style="list-style-type: none"> • How do we want this to blend • What else do we need so see <p>Alma Strategies has been awarded a contract to prepare a district-wide Facilities Master Plan and help us add in some expertise to finalize our Ed Master Plan. SBCCD wants an integrated plan. The Ed Master Plans from CHC and SBVC should drive the Facilities Master Plan.</p> <p>Educational Master Plan goals</p> <ul style="list-style-type: none"> • Direction established, setting program review in meeting needs of constituents • Staffing analysis • Implementation • Accreditation <ol style="list-style-type: none"> i. Current status ii. Committees • Program /Space Utilization • Incorporating individual college’s unique culture and constituency. The process will be similar at each college but the results will be specific to the colleges. 	Alma Strategies to provide timeline and meeting schedule requests

	Alma Strategies will be utilizing data from the environmental scan to look at labor market data. They will be providing us with their timeline. They wish to have a draft of the District Educational Master Plan by the middle of May and will be generating chapters starting in January. They would like the District Facilities Master Plan completed before 05-25-16.	
Progress Update- Revisions to wording	Michelle worked on 9.1 and came up with two possibilities. Cheryl will send out to everyone to review. She will also send out the updated draft document for aligning possible QEI data with the goals in the EMP.	Cheryl to send out 9.1 ideas and updated QEI draft
Review of Other Plans - All	<p>All members of the EMPC reviewed other institutions' Ed Master Plans as samples of what they want to see and the formats that like. We went around the table and everyone gave their reports.</p> <p>The plans that people liked included:</p> <ul style="list-style-type: none"> • San Diego – wording and goals • Taft • Cabrillo – message from Admin/pic • Rio Hondo (layout) • Lake Tahoe <p>The formats that people liked included:</p> <ul style="list-style-type: none"> • Making it more visual • Snapshot of programs (with same data points for each plan) • Pasadena 	.
Goals for 2015-2016 – Cheryl	Cheryl will update the goals listed on the agenda. By consensus, the goals for 2015-2016 were approved by Educational Master Plan Committee.	
Wrap Up - All	The Ed Master plan should include collecting qualitative data on students, alumni, executives, managers, staff, high school students, transfer students, advisory committees. Gio suggested broader themes to communicate points.	
Next Regular Meeting: Tuesday, November 10, 2015 3:00 p.m., LRC 135	Meeting adjourned at 3:40 p.m.	
Mission Statement The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.	Vision Statement 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.	Institutional Values Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.