

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

**Date: November 10, 2015  
Time: 3:00 p.m.  
Location: LRC 135**

<b>Members:</b>	Bryan Reece	<b>A=ABSENT</b>
Cheryl Marshall – Chair	Gary Reese	
Denise Allen-Hoyt	Michelle Riggs	
Jane Beitscher	Ernesto Rivera	
Kelly Bingham= <b>A</b>	Giovanni Sosa= <b>A</b>	
TL Brink	Mike Strong	
Ben Gamboa	Farren Tuburan	
Donna Hoffmann	Rebecca Warren-Marlatt	
Steve Ramirez		

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

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>Further Action</b>
1.0 Welcome	Three students attended the meeting: Marissa Hebert, Alicia O'Neil and Sara Houser.	
2.0 Approve of Minutes	The minutes for October 27, 2015 meeting were approved as written.	
3.0 Review QEIs	<p>We reviewed the QEI Alignment with EMP goals and determined which one to use for each goal:</p> <p>1.1 Student Success</p> <ul style="list-style-type: none"> <li>• Course Success</li> <li>• Throughput Rate</li> <li>• Retention</li> <li>• Degrees &amp; Certificates</li> <li>• Transfer Rate</li> </ul> <p>1.2 Student Success</p> <ul style="list-style-type: none"> <li>• Student Satisfaction (survey to all students through Web Advisor when accessing their grades every semester). Look at the actual questions next meeting.</li> <li>• Engagement Data</li> </ul> <p>2.1 Campus Community</p> <ul style="list-style-type: none"> <li>• Student Satisfaction</li> <li>• CCSSE</li> <li>• Campus Climate Survey</li> </ul> <p>2.2 Campus Community</p> <ul style="list-style-type: none"> <li>• Student Satisfaction</li> <li>• CCSSE</li> <li>• Demographic Diversity</li> <li>• Campus Climate Survey</li> </ul>	<p>Look at questions on student satisfaction survey next meeting</p>

	<p>3.1 Teaching &amp; Learning</p> <ul style="list-style-type: none"> <li>• PD Participation</li> <li>• PD Workshop Evaluation</li> <li>• Student Evaluations</li> </ul> <p>3.2 Teaching &amp; Learning</p> <ul style="list-style-type: none"> <li>• SLOs/ILOs</li> <li>• Engagement data</li> </ul> <p>4.1 Access</p> <ul style="list-style-type: none"> <li>• Capture Rate</li> <li>• Demographic Diversity</li> </ul> <p>4.2 Access</p> <ul style="list-style-type: none"> <li>• Headcount</li> <li>• FTES</li> </ul> <p>5.1 Community</p> <ul style="list-style-type: none"> <li>• Capture Rate</li> <li>• Demographic Diversity</li> <li>• PPR Aggregate Scores</li> </ul> <p>5.2 Community</p> <ul style="list-style-type: none"> <li>• PPR Aggregate Scores</li> </ul> <p>5.3 Community</p> <ul style="list-style-type: none"> <li>• Job Placement Rates</li> <li>• Skills Builder Data</li> </ul> <p>6.1 Decision-Making</p> <ul style="list-style-type: none"> <li>• Campus Climate Survey</li> <li>• Committee Evaluations</li> </ul> <p>6.2 Decision-Making</p> <ul style="list-style-type: none"> <li>• PPR Aggregate Scores</li> <li>• Campus Climate Survey</li> <li>• Committee Evaluations</li> </ul> <p>6.3 Decision-Making</p> <ul style="list-style-type: none"> <li>• No decision made.</li> </ul> <p>7.1 Programs &amp; Services</p> <ul style="list-style-type: none"> <li>• Student Satisfaction</li> <li>• FT/PT Ratio</li> <li>• Degrees &amp; Certificates</li> <li>• FTES (possibly)</li> </ul> <p>7.2 Programs &amp; Services</p> <ul style="list-style-type: none"> <li>• Student Satisfaction</li> <li>• Number of Employees</li> <li>• Waitlists (possibly)</li> </ul> <p>8.1 Employee Growth</p> <ul style="list-style-type: none"> <li>• Campus Climate Survey</li> <li>• PD Participation</li> </ul> <p>9.1 Resources</p> <ul style="list-style-type: none"> <li>• Campus Climate Survey</li> <li>• Resource Allocation Dashboard</li> </ul> <p>9.2 Resources</p> <ul style="list-style-type: none"> <li>• Student Satisfaction</li> <li>• Campus Climate Survey</li> </ul>	
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<p>4.0 Review Objectives</p>	<ul style="list-style-type: none"> <li>• Need to map objectives to QEI</li> <li>• Track progress through PPR &amp; QEI</li> <li>• Call out 3 or 4 examples that can be measured</li> <li>• Guides, directs and communicates with campus. When we send out to campus it needs to help the campus to understand what we are working on.</li> <li>• Marketing piece with strategic directions and goals</li> <li>• Good strategic plan inspires work</li> <li>• Need to see where consultant process goes</li> <li>• Cheryl asked for a subcommittee or volunteers to rewrite these. If no volunteers, Cheryl will recruit.</li> </ul> <p>9.0 Optimize Resources</p> <ul style="list-style-type: none"> <li>• Crafton Hills College develops, sustains, and strengthens all its resources.</li> </ul>	
<p>5.0 Debrief Facilities Master Planning</p>	<p>Alma Strategies, the consultant for the Facilities and Educational Master Plan has requested a 3 hour interactive workshop. We must have people from EMP at the workshop. Two possible dates were discussed, November 30<sup>th</sup> or December 11<sup>th</sup>.</p>	<p>Cyndie to coordinate with consultant and send out calendar invite</p>
<p>Next Regular Meeting: Tuesday, December 8, 2015 3:00 p.m., <b>CCR 233</b></p>	<p>Meeting adjourned at 4:30 p.m.</p>	
<p><b>Mission Statement</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>Vision Statement</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>Institutional Values</b> Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>